

Lamar PTO Board Meeting Minutes

2 November 2015

Location: Ms. Stone's Classroom

Position	Name	Attendance
President	Jennifer Dawson	Present
1st VP of Programs	Ariel Dawson	Present
2nd VP of Membership	Andrea Hayes	Present
3rd VP of Fundraising	Jenny Tessman	Present
Treasurer	Stephen Kelling	Present
Secretary	Cathleen Akers	Present
Devotional	Angie Garner	<i>absent</i>
Volunteer Chairman	(open)	
Pictures	Christina Blackwell	<i>absent</i>
Parliamentarian	Amanda Davis	Present
Christmas Store	(Jennifer Dawson)	(Present)
Hospitality	Lindy Meiser	Present
Reporter	(open)	
Activities Chair	Casey Gray	Present
Teacher Rep	Amanda Gunter	Present
Principal	Janet Mobley	Present

J. Dawson called the meeting to order at 5:30pm.

Norms

J. Dawson read the norms:

- Abide by the by-laws
- One person speaking at a time
- Stay positive
- Stay focused and on task
- Be open to ideas
- Please limit cell phone usage

Devotional

J. Dawson read the devotional: Life is 10% of what happens to you, and 90% of how you respond to it.

Note: We deviated from agenda order to postpone voting matters due to delayed arrival of some members to meeting.

Treasurer's Report

Kelling stated that the membership drive brought in \$532.00. He also noted that the Fit & Fresh fundraiser took in \$5,236.

By-Law Revisions

Akers circulated the handout of the present and draft revisions of Articles VI and VII of the Bylaws, but explained that this time the draft was not ready for approval but rather was to be used as basis of discussion. She called attention to two particular issues she wanted the Board to consider: (1) the large size of the Board has presented a challenge (in the last two years at least) in achieving quorum; (2) the nomination committee process had not been followed in the last two years, so Akers outlined a mash-up of her observations with some suggestions on improving that alternate process.

Akers recommended that the Board reduce the number of officers in the interest in trimming the size of the executive board as a whole. (She explained that other articles of the bylaws expressly address the composition of the executive board and quorum requirements, but she did not want to tax the Board by putting too many articles/sections of the bylaws under consideration for change all at once.) To that end of reducing the executive board size, Akers proposed that the positions of historian/reporter and parliamentarian be eliminated.

Mobley asked if the elimination of those two positions as elected officers meant that those two positions are gone altogether from PTO. Akers said no; the Board can just appoint people to hold those positions, similar to how it selects chairmen for committees. This exchange met with general assent.

The discussion about the process of nominating officers centered on using the basic system outlined in the current bylaws, but reducing the number of committee members to three with one alternate (as opposed to current bylaws' five members with two alternates). There was general agreement that the process as written in current bylaws seemed more democratic and open than the mash-up that Akers outlined.

Akers asked about the "interest questionnaire," saying it sounded like a survey and she had not memory of anything like that. Meiser and Mobley said it simply means a notice to generate interest in the officer nomination process and consisted of a flyer being sent home and blurbs placed in the weekly newsletter.

At the end of discussion, Akers said she would draft wording to reflect what the discussion and present at the next board meeting in December.

Approval of Last Meeting's Minutes

J. Dawson asked attendees to review the October meeting minutes and called for approval. Gunter moved to approve the minutes as written, Davis seconded. Approval was unanimous

Old Business

Fundraiser. Tessman stated, as Kelling had, that the Fit & Fresh fundraiser brought \$5,236 in cash from sales. She said that PTO would receive 40% of that, thereby bringing in \$2,094.44. She said that for a first time with this type of fundraiser, it seemed a good response. She was aiming to submit the orders to the company the next day and said she had been told by the company to expect a two-week turn-around. J. Dawson asked Tessman to let the Board know if she needs help disbursing orders when they arrive. Gray noted that she may be the point of contact if Tessman's baby arrives at same time as Fit & Fresh orders do.

Membership Drive. Hayes indicated the membership drive went well and stated that at least two classes per grade earned a popcorn party because they got 100% participation from the class families. Mobley noted that she gave jeans passes to teachers who joined.

Teacher & Staff Birthday Volunteers. Meiser has paid for the birthday acknowledgement treats the rest of the year.

New Business

Teacher Request. J. Dawson explained that although the Board had received Mrs. Price's request for \$50.00 for books for her class, we had tabled the vote to find out if Price would accept some book donation offers from board members. Akers noted how Price uses books to award students for completing their "home-fun" (a.k.a home-work) logs and moved to approve the \$50.00 request. A. Dawson seconded. The motion passed unanimously. Mobley inquired whether Price had used the request form on the shared drive and upon learning she had not, advised that she should. Akers promised to follow up with Price.

Fall Festival. Gray said she had lined up the Fire Department to bring a truck and a uniformed police officer in police car. She noted that that police department could not provide fingerprinting this year due to limited resources. She also noted that she had no luck with library contact. Gray said that four high school art club students would be painting faces.

J. Dawson asked about volunteer needs. Gray asked Mobley about her daughter getting high school National Honor Society volunteers; Mobley said her daughter was emailing NHS members to do so. Gray said there should be an adult for each game and probably one each for fire truck and police car.

Gray noted that this time the games would be borrowed from Kelling's church and asked him to outline what games there were. Kelling noted that in addition to a ducky tic-tac-toe, clown's mouth toss, and a plinko game, he has lots of pieces that could be used in different ways, like bean bags, hula hoops, and small balls.

Tessman suggested that the Board think about purchasing its own festival games, perhaps one or two at a time.

Gray explained that the Pizza Hut pizza did not work out. There was general assent about doing pizza again and discussion centered on cost per portion of Little Caesar's versus Sali's, which ended up almost equal. Attendees decided on Sali's to support local business. Gray said she would order 8 double-cut pizzas and would buy enough cases of water to cover a bottle per slice (i.e., 128) plus an extra case.

Gray said the festival would be set up outside. Kelling and others noted that there was a strong chance for rain. Although games could be set up in the gym if it rains, the fire truck and police car would not be able to get very close to the back door. Attendees decided to postpone festival to 12 November.

Mobley asked Gray to provide a list of games so that she could post these in the break room for teachers to sign up to help.

Christmas Store Coin Drive and Volunteers. J. Dawson said that the coin drive for the Christmas Store would be starting soon. She asked if Hayes and Gunter would spread the word to other teachers to put out a bucket or jar in their classrooms to please collect coins for the coin drive.

J. Dawson said she would be needing volunteers to help during the store itself. Although she has some volunteers to contact from the volunteer recruitment list for events from Open House, she indicated that she will likely need more volunteers. Attendees acknowledged willingness to help.

Akers asked about selling raffle tickets for the giant stocking. J. Dawson would appreciate volunteers to sell raffle tickets the week before the Christmas Store, which means the week after Thanksgiving (30 November-4 December), each day before school.

J. Dawson announced that the next PTO meeting would be moved up to 1 December so that final arrangements for Christmas Store could be discussed.

Website. Akers said that she would be meeting the next day (3 November) with Dene Brock to learn about how to edit the PTO website.

Christmas Luncheon. J. Dawson asked about setting a date for the Christmas luncheon for teachers and staff and attendees settled on 16 December, the day before class holiday parties. J. Dawson asked Meiser about the lunch food. Meiser indicated that her original target of Kent's had fluctuated on price, but she was looking into Angela's or perhaps Southern Grille. Tessman and Gray suggested Silver Spook as well. Meiser said she would again be seeking desserts from PTO members, to which Tessman and Akers volunteered.

Volunteer Chairperson. J. Dawson noted that with Kaara Baca's resignation, the Board is without a volunteer chairperson. She asked attendees to help recruit for the position. In the meantime, Hayes offered to help call volunteers for events and Gunter promised to help as well.

Updates from Mrs. Mobley

Mobley noted that PTO is required to hold three more general meetings but reminded attendees that the approach that has been used in past years—pairing general meetings with a grade-level program—no longer works due to the increased school population and limited size of the cafeteria. Although some attendees suggested alternate sites, such as the Eisenhower Auditorium at Scott Middle School, Mobley explained that the logistics for holding programs off-site are too problematic, not to mention too time-consuming for non-education purposes. Discussion yielded ideas such as using an event like the upcoming festival, or a game night, or talent show, but no single idea seemed to solve the central problem. Mobley asked that the Board continue to brainstorm ideas.

Mobley announced that a 2nd grade PBL project will have an end product that will involve presenting information to PTO in the coming months. The PBL project focuses on students considering their current playground, researching interactive pieces that appeal to different senses, and making recommendations for additions to the playground.

Open Discussion

Tessman presented a logo design that Meiser created for a school t-shirt. Tessman and Meiser circulated an image of the design, which contains “Lamar Leopards show us your PAWS” with paw print. The wording will be white, the paw print red, the t-shirt charcoal gray. A hand vote approved the design to go into production. Tessman was asked about other merchandise that cafepress offers. She said that we can choose what we want, but gave the examples: stickers, hoodies, rain jacket/poncho, cups, water bottles, key chains, blankets. Tessman said she will get the PTO tax ID number to finalize the account and it can go live. J. Dawson suggested that Tessman prepare a notice about when the cafepress online store will “open” and “close.”

Kelling asked about Breakfast with Santa. Mobley said that NHS will be hosting it again in the cafeteria, tentatively on 12 December. She mentioned that they have gotten 30 bicycles to give away this year.

Dates to Remember

Fall Festival—12 November, set-up begins at 4:30pm

PTO Board meeting—1 December

Raffle ticket sales for giant stocking—30 November through 4 December (mornings before school start)

Christmas Store—9 December and 11 December 8:30am to 3:30pm (10 December re-stock)

Christmas Luncheon—16 December

Classroom Christmas parties—17 December

Final school day before winter break—18 December

J. Dawson suggested adjournment at 7pm. A. Dawson made a motion to do so, Davis seconded, and the motion passed unanimously.

MINUTES BY CATHLEEN AKERS