



Kyrene de los Cerritos

PTO General Meeting

May 20, 2013

Meeting Minutes

CALL TO ORDER:

- ◆ Meeting was called to order by Marcy Theisler, President, at 7:00 pm.
- ◆ The current board members in attendance were:

Marcy Theisler – President

Allie Schenach – Vice President

Wendy Lathrop – Hospitality

Lori Geisen – Volunteer Coordinator

Erica Rathje – Hospitality

Brad Mooneyhan – Communications

Nikki Dranias – Secretary

Janie Miller – Communications

Amy Richardson – Historian

Josh Magdziarz - Treasurer

BUDGET:

Josh informed us that no changes in budget since last meeting except that a lot of checks have been cut since. There is \$10K in checks that haven't cleared: \$7K is yearbook and \$200 in check requests that came in today. The Spring Carnival did well. Pod funds are down to the last nickel thanks to Janie. Everything else on the budget report is what you would expect in just looking.

OLD BUSINESS:

Family Dinner – Allie informed us that Airworx did not do as well as we thought as it only brought in \$135 and Brad informed us that Native New Yorker brought in \$190. Since the amount was so low, he exchanged the cash for \$300 in gift certificates that helped with Teacher Appreciation week.

Teacher Appreciation Week – Erica and Wendy reported that this week went really well. Laura Wallis sent out a survey to teachers about this week and they were raving. Janet Mooneyhan and Lori Geisen were integral to the success of this event.

Yearbook – Amy reported that there is one more day of Yearbook sales. We got 320 preorders in 2 weeks. There are less than 100 left to be sold. We are giving free books to families who cannot afford a

book, but only in 5th grade and we're basing the need upon teacher's guidance. A suggestion was made that in the future we check to see that all staff are included in the yearbook as a couple were left out this year.

NEW BUSINESS:

Sunshade structure –This is what we worked for all year. Marcy is waiting to get a total on it, but the rough total is just under \$20K. We'll be able to afford the one big one and the bigger of the smaller two. The district office told us where they could be placed.

Brad would like to make a motion for spending not to exceed \$20K for said sun shades. Lori seconded and a majority was in favor.

MEMBER UPDATES:

Volunteer Coordinator –Lori Informed us that it's all wrapped up.

Communications: Janie informed us that the last Beep Beep went out. She's been selling school supply kits of which 202 have been sold already. Su Rogers requested that we make it an option to purchase the art supply kit.

OPEN FLOOR:

IRS Tax Filing - Laura Wallis, the upcoming PTO President, informed us that we have some IRS issues that need to be handled. We're going to be getting quotes from accountants this summer. She just figured this out yesterday and she and the upcoming board members are taking care of it immediately. It has to do with us having certain filings from 2011-12 updated and it needs to be done by an accountant. We have until Oct. 15 per IRS and July 30th per our bylaws.

PTO Website – Our website needs to be updated with a Paypal setup in order to gather donations and possible fundraisers online. We want to introduce it to the parents on Meet the Teacher Night. Budget is \$250 for the website upgrade and update for fundraising functionality. Also, the look and feel of our PTO site needs to change because it looks too much like the District's site--it's a liability issue. The look and feel needs to change so there's no mistaken affiliation. The new board would like to move \$1K of our encumbered funds to the website budget line item so they have a budget to work with. They won't touch it until July 1st. Josh says the new board can't spend the money from July 1st until you have a General Meeting. They can pay out of their pocket and then get reimbursed. They can do a 10% overage on a budget line without having a vote. If they wait until July 9th, it's going to halt their ability to fundraise at the beginning of next year. Josh suggested we move \$1000 out of encumbered funds and into *this* fiscal year's website line item and spend as much as is needed until June 30th. Then she'll need to wait until July 9th. Allie encouraged new board to make an announcement at Curriculum Night since we overlooked doing this this past year.

Janie makes a motion that move \$1000 of encumbered funds to the website line item and Angie seconded. A majority were in favor.

A big round of Thank You's went around.

Marcy introduced the new board:

Laura Wallis – President

Angie Parnell – Vice President

Janie Miller - Communication

Bradlee Reginald – Volunteer Coordinator

Jasmin Ivey - Historian

Jenn Bagat- Hospitality

Kim Young- Hospitality

Heidi Grant – Financial Secretary

Annette Montgomery – Treasurer

Open – Secretary

Marcy motioned that "All in favor of the new board say aye". All said "Aye".

Meeting adjourned at 7:42pm