

NES PTO MEETING MINUTES

Northfield Elementary School PTO Meeting Minutes

June 9, 2016

The meeting was called to order by Cheryl George at 7:15pm

1. In attendance

Cheryl George, Lara Dubin, Kelly Gagnon, Nolan Kitfield, Deb Potee, Missy Kalinowski, Tom King

2. Approval of Minutes

The minutes from the May 12, 2016, meeting were distributed and approved.

3. Co-Chair's Report

- a. PTO received thank you cards from the Kindergarten, 5th grade, Teachers & Staff and Nurse Kristen
- b. Loaned PTO tables to Sue Wood last weekend to use at her grandchildren's graduation parties. Cheryl suggested loaning them out for others to use (there are a couple of benefits coming up), was suggested that the PTO have a borrowing form for those that use the tables to fill out
- c. Cheryl suggested the PTO purchase a flash drive to store PTO documents (the current dropbox account is full), Nolan suggested using Google Docs/Drive (10GB), will look into that option
- d. Will be making adjustments to the bylaws over the summer to include using proxy voting, spending unbudgeted money and adding one more year to board positions
- e. Will be holding an informal meeting in July
- f. Cheryl presented Mr. King and Lara with a card from the PTO thanking them for their dedication to the PTO and the school

4. Principal's Report

- a. School year winding down, 6th Grade Graduation will be next Monday, looking forward to retirement

5. Treasurer's Report

- a. See attached budget reports
- b. Cheryl asked about using a reimbursement form to keep track of spending, Nolan said it really isn't necessary as she enters everything into Quickbooks

6. Teacher Requests

- a. Kim Wallach (music Teacher) – requesting new music room area rug, approx. \$850-\$900, Mr. King said this is something the school should pay for, not the PTO; will look into

7. Fundraisers

- a. Carnival raised \$1,331.07
- b. Tag Sale profit was \$76.65, 13 vendors participated, sold 1 tumbler, 2 t-shirts, 3 magnets
- c. Concessions at baseball games is going well, a lot of positive feedback, made about \$515 so far (profit about \$300-\$350), playoffs start Friday, June 10th
- d. Fundraising Committee Meeting was held on May 24th, sent out a fundraising survey for input on what the school community liked, disliked, and would like to see for next year

8. Events

- a. 6th Grade Graduation – Monday, June 13th, 5:30pm, PTO will provide cake & drinks, Kelly and Cheryl will help Lara with set-up at 4:30 and will help cut and serve cake
- b. Golf Tournament – Saturday, June 25th, Northfield Golf Course, golfers needed, Deb might be able to get a donated raffle item (NASCAR?)
- c. Ice Cream Social – Saturday, August 27th, 2-4pm (raindate 28th), Cheryl will contact Snow's about ice cream
- d. Pumpkinfest – Saturday, October 29th, PTO received registration form in the mail (\$75 fee), Cheryl will contact Michael Nelson about only having to pay \$50 (for a 10x10 space)

9. Enrichment Programs

- a. Will be looking into programs for next year

10. Playground Report

- a. Mulch will be delivered tomorrow (approved by proxy vote), will be spread around big kids structure and spider, 4th grade classes will help (community service day)
- b. Summer projects – fire truck, shed (trim trees), templates, stump walk, sandboxes (add and fluff, toys?), rope walk?, musical instruments?

11. Old Business

- a. School Supplies update - Kelly reported she has almost all the teachers' lists. There was a lot of discussion about teachers asking for different things this year like magazine subscriptions, etc. It was decided for PTO to purchase only classroom supplies. Kelly will communicate that to the teachers looking for additional items.

12. New Business

- a. Amerigas School Days Program – “free cash” program, collect propane receipts, can receive up to \$2,000 per school year (for every gallon, the PTO would earn \$.02), Cheryl will look into and sign up the PTO
- b. Farmer's Market – Thursdays during the summer, discussion about possibly selling NES merchandise, have a big raffle item, info about the PTO, was decided that it would be too difficult to have a presence there during the summer months
- c. State of the Town Breakfast, or Dinner – idea to be discussed at a future meeting

Next Meeting

July, TBA

Meeting was adjourned at 8:50pm

Submitted by Cheryl George, Co-Chair