

Redfield PTO - Executive Board Meeting
August 13, 2016

Call to order: 10:58 am

Brad Veale, Tom James, Dan Kraatz, John Turner, Jean Staffo - present.

Discussions/Topics:

- Clean up PTO Room: select an evening/weekend to meet at the school, and clean out the room, inventory items and throw items not in use away/recycle.
- Organizational Chart: understanding each role, learning who handles what tasks and responsibilities.
 - Liz Ashton and Michelle Meyers are handling restaurant nights, spiritwear.
- Recruiting volunteers: how to go about getting more volunteers for events? Do we assign certain events to classroom/grade levels?
- Organize binders for each event, to be able to pass along to future PTO members.
- Events: Ringo (Tom and Deirdre James to spearhead); Fun Run (Candace Dougall and Kate Janson to spearhead).
 - Tshirts with sponsors/help offset the cost of the event.
- Art Masterpiece (clarify our role): discuss with Ms. Householder and Amy Jenkins.
- Celebration of Learning: Will no longer sell water/drinks. Will assist with teacher appreciation week/with room parents.
- Fundraising: Box Tops, Amazon, Albertson's/Fry's, Shoparoo - all still give back to PTO.
- Website: Confirm if we can continue free website hosting via GoDaddy, or research other hosting sites for Redfield PTO website.
- Webmaster request: find someone willing/experienced to help update the website.

- Yearbook/photography: Verify/confirm if and how the teacher(s) will get paid if they continue the Yearbook Club, and would 2 teachers be able to assist with this club and both be paid? Verify with Mrs. Bonow.
- Meetings: Executive Board meeting - Tuesday, October 4th; General Board Meeting with Public Meeting to follow - Tuesday September 6th (General Board Meeting starts at 5:30 pm with Public Meeting to start at 6:30 pm).

Meeting adjourned: 12:32 pm