

Redfield PTO
General Board Meeting
Tuesday, September 6th, 2016

Attendees: Jean, Anne, Brad, Tracy, Liz, Mrs. Schaeffer, Kandice, Jamey, Michelle, Dan, Tom.

Call to order: 5:34 pm

- I. Reviewed Executive Board Meeting minutes with General Board (Jean - Secretary).

All approved meeting minutes from the Executive Meeting.

- II. Finance:

Positive start to the 2016/2017 year; \$4005 brought in with membership dues; \$1391.00 from Ringo; \$48,000 in the bank.

- III. President's Statement (Brad and Tom)

Picture Day 9/13/16 (Amy Jenkins to help)

Movie Night - Who will spearhead this event? Need volunteers

Spring Splash - Who will spearhead this event? Need volunteers

Discussion about the Organizational Chart;

- How do we get others involved? Looking ahead, how to get parents of the younger kids, K-3rd more involved to carry the torch. We need to continue focusing on getting more parents engaged.
- Do we elect to have more positions or less? What makes the most sense?
- Ask each teacher for 2 names of parents in their classrooms, as potential leads to help with PTO events or future board positions.
- Use the bulletin boards not currently in use, to promote each board member; perhaps add that information to the morning announcements; a little short one or two sentences with a photo of why we serve on PTO?

- IV. Fundraising VP:

Michelle Meyers - was voted in by motion, to be the VP of Fundraising for the 2016/2017 school year.

- V. Fun Run - scheduled for 11/1/16 - Kandice

- Promotion for the Fun Run starts on 10/21/16; Boosterthon will reveal prizes and there will be an assembly for the student body on 10/21/16 to kick off the event.
- Kate Janson and 2 other parents have offered to help; Kate has a timeline she will share with Kandice.
- 2 Tshirt designs - we will estimate the # of kids from each grade participating and will get shirt sizes for all teachers, as they each get a shirt (free of charge). We will be estimating the total # of shirts this year, as best we can so we don't have a surplus.
- Sponsorship letters to go out with approval, hopefully within the next week.
- GoDaddy may be a sponsor, and possibly 3 others lined up; If secured, the sponsors will cover the costs of the T-shirts.
- 3 levels of sponsorship; Bronze \$250 includes small ad on the shirt; Silver \$500 includes medium ad on the shirt, link on our PTO website and business name on the banner that will only be up during the event; Gold \$750 includes large ad on the tshirt, link on the website, link on the weekly newsletters (PTO) and business name on the banner that will only be up during the event.

VI. VP of Community Relations - Tracy

- "Boo Hoo" Breakfast went well; learned from this to revise numbers for snacks, coffee, not to overbuy.
- Art Masterpiece (Allison Heron's name was given the possible person in charge of this working with Ms. Householder) - Jean will email her to verify.
- If anyone should get parent volunteer names for each class, get those names to Tracy.
- In the past, the PTO did not budget for Art Masterpiece.

VII. VP of Finance - Dan

- Progress - important to share what we've done over the past 2 plus years, and get input from the Redfield community about where to spend the money raised (after the yearly budgeted programs are accounted for, and some money is always in the account).
- Survey of the parents - need feedback from the community as to what we should be doing with the money raised; Where do the parents want to see the money spent? Any new ideas?
- Survey was to go out in the later summer, but did not; need to send out soon.

- Total dollars raised at each event should be included on the newsletter, so that the Redfield Community can see the difference each person, family, student can make by supporting each of our events.

VIII. VP of Fundraising - Michelle

- Spiritwear sales going on now; Free shipping starts on 9/9/16, and carries on through 9/23/16.
- Flyers about Spiritwear to go out in folders by the end of the week (9/9/16); the display case is also completed with the ads and decorations for Spiritwear.
- Tracy to contact (via email) room parents to inform them of upcoming events, so they can in turn email their parent lists.
- Restaurant Nights Scheduled for the year;

9/15/16 - Peter Piper Pizza - 4-8pm

10/5/16 - OHSO

10/19/16 - Menchie's

11/9/16 - Fired Pie

12/6/16 - Barnes & Noble in store event (teachers read to the kids); book orders through 11/29 - 12/10

1/17/17 - McDonald's

February 2017 (no date yet) Chipotle

March (open)

4/5/17 - Kneader's Bakery

4/18/17 - Menchie's

IX. VP Communications - Jamey

- 2 individuals who may be willing to re-design our PTO website, for under \$500.00; we would need to discuss how we want it to look/read/design.
- Yearbook Club - have to confirm with Mrs. Bonow and possibly the district, if we are going to make the Yearbook Club a "club" again.
- The PTO distribution list has doubled since the beginning of the year, and the percent of emails opened has risen.
- Discussion re: consideration of a "Redfield PTO App" but would have to research who would implement, separate server to host, donation?

Anne - Communications/Newsletter

- Consistency of the newsletter on Fridays, keeping it simple and easy to read but yet the important upcoming information is foremost in the newsletter.

- Suggestion of a small spot on the newsletter to highlight each PTO member (rotating weekly) answering the question of “Why I serve?”; every board member can email Anne their statement answering the above question.

Meeting Adjourned - 6:32 pm.