

Endeavor PTO Board Meeting

August 7, 2014 8pm Ann McGuire's House

Attendees:

Board Members: Ann McGuire (PTO Coordinator), Christina Chenier (Treasurer), Jennie Hodges (Secretary) & Michelle McCloud (Fund Raising Chair)

Agenda items:

Fund Raising - Presented by Michelle McCloud

Michelle has talked to our contact Aaron and we are all set to proceed with the coupon book sales the second week of school. We will start with 650 books (same as last year). Michelle will look into getting about 4 volunteers to run the sales for two weeks just like we did last year.

Ann asked about parents bringing suggestions for fund raisers to the next meeting. We all agreed that with Little Caesar's Pizza Sales in Feb., Coupon Books in Sept, Carnival in March, t-shirts and Box Tops throughout the year and the possibility of a shopping night at Five Below in December, we probably have enough going on for this year. Michelle will put together a ½ sheet flier to hand out at Open House that has a list of this year's fund raisers. Christina suggested that maybe we could sell the Cards for a Cause greeting cards that were talked about at the June meeting in May for Mother's Day. Ann is going to look into that possibility.

Tax Exempt Status – Presented by Christina Chenier

A couple weeks ago, we received word that KPAC was approved to get all the PTOs their own tax exempt numbers allowing them to once again become self sufficient non-profit organizations.

As per Todd Bell's request, we voted to officially dissolve our affiliation with KPS under the umbrella of their tax exempt number and status. While our official name will remain Endeavor NEST, we will now be operating with our own tax exempt number and will be responsible for our own business affairs and money handling.

Christina opened a new bank account at Fifth Third Bank and only she and Ann will have access to said account. The petty cash fund we had been using will be deposited into the new account and since we will have our own access to the bank account, we will no longer need a petty cash fund.

Donations – Presented by Jennie Hodges

Jennie was able to get a \$50 gift card from Harder & Warner and a \$25 certificate from Home Depot both to use towards the landscaping in front of the school. She also sent an application in to Flowerland regarding landscaping donations. Jennie also filled out forms for donations at Meijer, Family Fare and Target for Clean Up the School Day and other events in the year. She will follow up this week on these requests and provide the stores with our new tax number. Ann asked Jennie to check if Horrocks would do any donations and also a place called Little Bits Landscaping on East Paris.

Open House – Presented by Ann McGuire

Ann has asked all the teachers to wear their “SOAR” t-shirts and she'd like to have them for sale that evening for \$5. The only catch will be getting a volunteer to stay with the shirts and money for the evening.

Ice Cream will be served from 5:30-6pm then the school will be opened for students and parents to meet teachers, see classrooms and sign up for conferences. Michelle will work the upper L wing directing traffic, Ann will work the lower L directing traffic, Christina will work the main hall and Jennie will cover the Box Tops table. Conference sign ups will be in the cafeteria.

Ann will email the board a mock-up of the flier for both the Open House and the School Clean Up Day for them to proof. Jennie suggested that we do a school supply collection like we did last year which would need to be added to the flier. Also, Jennie thought the conference dates should be announced ahead of time so parents would know before Open House night.

Other Items – Presented by Ann McGuire

Ann said she is planning to spend a lot of time at registration trying to get parents to sign up to receive emails from the PTO. She said the volunteer site is doing well so far, but she only has about 40 emails. Brooke is continuing to work on our new website. Our old website has now expired, so she is starting from scratch. The board members will no longer have individual email addresses. All email will come to the main address and Ann can forward any messages as necessary. Ann said that Brooke is also working on getting our website on the KPS server. It is currently still on Philip Damra's server and since he is no longer affiliated with NEST (PTO), we thought it was a good idea to have the website on a more public server going forward.

She is receiving good feedback from teachers so far regarding overall communications. So far, most she's heard from would prefer a reimbursement check instead of a gift card. She has heard from a few teachers about their web pages to add to our new web page.

We chatted briefly about the bylaws. Our three main concerns are 1)the number of people on the Board, 2) the way meetings are held/announced/what they are called and 3)how updates to the bylaws are communicated. We all agreed to read the bylaws again and make our suggestions and get them to Ann before the next big meeting.

Meeting Adjourned at 9:35pm

Next full meeting is Aug. 19th at 7pm.