

# **Hilliard Bradley PTO**



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**MEETING DATE:**        **AUGUST 19, 2020**

**MEETING MINUTES**

**ATTENDEES (VIA ZOOM):**    President Crystal Billman, Vice President Stephanie Lambert, Treasurer Jerri Letcavits, Secretary Rita Martin

**I.        PRINCIPAL'S REPORT.**

Principal Mindy Mordarski was not in attendance due to a scheduling conflict.

**II.       PRESIDENT'S REPORT.**

1.        After today's meeting, meetings will resume the standard schedule of the first Tuesday of each month.
2.        President Billman will ask Ann to send the PTO's mail home with Thaddeus once a month, or mail it.
3.        Thinking ahead for events that will need to be handled differently, we have already purchased Cheryl's Cookies for the teacher holiday cards, so we will need to have someone at the school distribute those when the time comes. Teacher meals will need to be handled differently, if at all.

**III.      TREASURER'S REPORT.**

1.        Treasurer Letcavits shared the bank balance details. Account balance is \$7,200 after the pending \$400 expense for teacher hand sanitizer gifts. Based on prior discussions, the benevolent fund balance will be rolled into the overall account balance, bringing the balance to \$8,121, minus the pending \$400 expense.
2.        Tax Form 990 has been filed.
3.        The Secretary of State filing has been submitted.
4.        The annual mailing to local businesses requesting financial support will not be sent, due to financial hardships experienced this year. It was discussed that if we find ourselves with a specific request that we cannot cover, we may target businesses more likely to have the capacity to help. It was previously decided that we will not solicit support from parents this year either.

**IV.      SECRETARY'S REPORT.**

1.        The hand sanitizer order for the teachers and staff has been ordered, and will be delivered next week. Rita will coordinate delivery to the school with Mindy's assistant.
2.        The PTO website has been updated to remove last year's info and update current year meeting dates. November meeting will be moved up one week to Tuesday, October 27th, to avoid Election Day. President Billman will create a dedicated zoom meeting link to post for online PTO meetings.

**V. ISPTO REPORT.**

1. No report, as meetings have not yet started for the new school year.

**Next Meeting:** Tuesday, September 8th, 7:00 p.m. via Zoom.