

Hilliard Bradley PTO



MEETING DATE: NOVEMBER 10, 2020

MEETING MINUTES

ATTENDEES (VIA ZOOM): Principal Mindy Mordarski, President Crystal Billman, Vice President Stephanie Lambert, Treasurer Jerri Letcavits, Secretary Rita Martin, Brooke Germaine, Frances Robbins

I. PRINCIPAL'S REPORT.

- Conference coffee cart went well; much appreciated. We should do more coffee carts this year since we can't do meals.
- We discussed opportunities for the PTO to further assist teachers and students. Mindy advised of the lunchtime programming where they are facilitating medication and similar wellness activities. They encourage student participation by handing out coupons and gift cards. We can help support these efforts, and Frances will contact local businesses to see if they can donate. Some ideas were frosty coupons from Wendy's, Chick-Fil-A free sandwich cards, Flyers pizza, Texas Roadhouse, Get Air, Starliner Diner and Little Donut Factory. Brooke will reach out to New Grounds.

II. PRESIDENT'S REPORT

- Crystal has one Aramark invoice for coffee cart; will forward to Jerri, as well as the check from Kroger.

III. SECRETARY'S REPORT.

- September and October minutes approved by President Billman and Treasurer Letcavits.
- Will have the Coffee Connections fundraiser removed from the website.

IV. TREASURER'S REPORT.

- Jerri paid the ISPTO dues.
- Last year's scholarship recipient has cashed the scholarship check, and Rita cashed the hand sanitizer reimbursement check. We have \$7700 in the bank, and should have over \$8k with deposit of the fundraiser and Kroger checks.
- The last two coffee carts were stocked with donations by Crystal and Jerri; they will not request reimbursement.
- Jerri attended the ISPTO financial workshop. They mostly covered how to act responsibly as a 501(c)(3).

V. ISPTO REPORT.

- The ISPTO shared their plans for the financial workshop at their September meeting.

VI. NEW BUSINESS.

- Jerri has the holiday cards; will send them to school with Chase. Brooke has the cookies and will drop them off at the school. We will wait until the week before holiday break; we will discuss at the December meeting.
- Family holiday gift cards - we have a \$1,000 budget. Mindy should start identifying families. She can identify ten families for us to help.
- The donation for the Thanksgiving lunch will not be needed this year, for the special needs class.
- Next Coffee Cart will be Tuesday 11/24 - Plan for 150 teachers. We will need soda (2 per person). Jerri will handle this one and drop items off at school; we can send donations to her or the school in advance.
- PTO Scholarship - We need to set the meeting to discuss restructuring the criteria and process. We will meet 12/11 at 4:00 p.m. via Zoom. Frances will send an email with her proposal outline in advance of the meeting, so we know what we will be discussing.
- Fundraising - We made \$90 from the Coffee Connections fundraiser.
- Spirit Nights - 11/18 McCallisters; we need to add to the Sunday announcement and website. Crystal will have it added to the announcements and will post on Twitter; Rita will add it to the PTO website. We will receive 20% of all sales that day. Frances is also working on Wendy's. Der Dutchman is an option, people can buy vouchers to pick up their pies later at Der Dutchman.

NEXT MEETING: Tuesday, December 1st at 7:00 pm via Zoom.