

**Lake Marion Elementary PTO
General Meeting Minutes
February 22, 12:30pm in the LME Conference Room**

Meeting called to order by Jennifer Wagner at 12:30 pm

Attendance (8)

Mr. Domstrand (Principal), Jennifer Wagner (President), Tonya Hilyard (Vice President), Lisa Cook (Co-Treasurer), Jennifer Van De Berg, Heather Vinar, Melissa Schreiner and Joyce Dressler.

Financial Report *Lisa Cook*

2017-2018 Operating Budget (Summary)-Lisa reported that we have a balance of \$ 71,738.69

Mn Tax Exempt Status-Jennifer shared that the LME PTO has been approved for MN Tax Exempt Status. We discussed how we need to get forms from all stores we shop from: Target, Walmart, Amazon and possibly Costco. Lisa mentioned that LME is set with Office Max.

Quick Books Purchase-Software was purchased for \$125 at a non-profit organization discount from Tech Soup and once we start using the software we'll easily be able to convert necessary information for tax reporting. It will make budgeting and balancing easier since it will also be linked to our bank account.

Committee Reports

Culvers- January total was \$334.86, didn't have any totals for February yet. Some feedback from attendees that the family attendance seemed to be down this month. Also had some comments about the recent Culver's remodeling making it more difficult to see kids moving around the dining area and there is less seating.

Reading Regatta *Tonya Hilyard*

Picture taking will take place Thursday, March 1 through Tuesday March 6. Teachers' sign up genius is going well. First time we have used sign up genius instead of a sheet posted in staff center. We need 3 parent volunteers per shift..

Boxtops *Jennifer Wagner*

Current contest ends on Monday, will be counting on Tuesday and will be submitted on Wednesday. Thursday is the March 1 deadline.

Seamus

We talked about Seamus' medical and living expenses. We also discussed the possibility of Seamus making a short appearance at the beginning of Bingo and Basket Night to shine light on his importance and plight. **Great opportunity: Bring out the Seamus stuffed toys to sell and raise funds.** We voted to give the "Seamus Fund" a \$1000.00 grant this year. Jennifer proposed a \$2000.00 line item be added to the PTO annual budget, beginning in 2018-2019. This will help pay for his expenses, handler training and supplies and create a rainy-day fund for any future medical expenses. Seamus's funding needs will be reviewed periodically. Proposal passed.

Yearbook *Tonya Hilyard*

She and Becky plan to finish before Spring Break. They need more picture contributions. Jennifer will put a request for Bingo and Basket or other photos out in the weekly communications email the week after Bingo and Baskets.

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Bingo and Baskets *Jennifer Wagner for Kil Choe Wikstrom*

41 Baskets in total, 31 completed, 8 Baskets need a few items to complete, 2 Baskets waiting for Sponsors to deliver. Finances: Donations: \$2138.96 Amt. spent to date: \$2539.58. Baskets items donated have a value of \$4,100.00. Sign up Genius for volunteers is filling up. Label printer testing for raffle tickets was a success, there will be four printers during B&B raffle sales that night: two at each table (1 table is located at front entrance while the other is at back entrance). Raffle tickets will be delivered to classrooms on March 5 & 6 and again on the 9th after Spirit Week food drive totals. Reminder slips go home on the 1st of March. Baskets will be brought in on Monday, the 5th of March and displayed in the Media Center. Chad Dressler will be the bingo caller. Water and popcorn will be donated by Christine Cook Peterson. Thank you! Cub Scouts are helping with clean up and the committee is looking into getting a reduced rate for renting 20- 6 ft. banquet tables. It was mentioned that some students did not receive the raffle ticket/blizzard order form. Questions were raised on whether this was prevalent.

Book Fair *Heather Vinar*

Book Fair sales were \$7,410.79. Stacey Klotz pulled the books for Mr. Deming using \$712.014 of Scholastic Dollars. Our current Scholastic Dollar total should be \$6,769.82. Heather mentioned that we received a \$100.00 reward from the book fair that we need to use or lose and asked if we should order a book basket to be used for B&B. Will order basket, if it arrives too late for B&B what else can we use the book collection for. Jennifer W. suggested using it for PTO Culver's Night instead to raffle off with a Leapfrog donated to the PTO. Heather also brought up the one-day book sale during Activity Day. Further planning needs Mr. Domstrand's input.

Heggies Fundraiser/Cap for Camp *Jennifer Wagner*

We sold 2049 pizzas, \$9804.95 profit. We need \$13,375 for Camp St. Croix. PTO usually gives a \$3,000.00 grant. Fundraising efforts for Camp St. Croix (including Caps for Camp) should provide more than enough funding for camp scholarships. Jennifer will review future needs with 5th grade teachers and Mr Domstrand before year-end.

Spirit Week/Food Drive *Jennifer Wagner*

Themes: Comfy Day, Mustache/Hat/Sock Day, Rainbow Day, Mismatched/Inside Out Day, and CATS/Spirit Day. The food collected for the drive will go to a local Food Shelf in Lakeville. They have a trailer that they will provide for us. For every 25 items donated per class each student will receive 1 B&B raffle ticket. Each student who brings in at least one item will automatically receive a raffle ticket for a chance to win Principal for a Day.

Old Business

Breakfast with the Band - Donuts from Cub next time needs to be more kid-friendly: maybe glazed raised and cake donuts. Coffee wasn't drank by many parents at the event: maybe consider requesting a smaller box from Caribou instead.

Open Positions for 2018-2019 school year - No commitments yet for any of the board positions. Jennifer has had some success filling committee positions.

Slushee Machine Donation- Tonya H. will check around to see if we could donate it to Children's Hospital. She also reported that the popcorn machine needed major clean up. Thank you for doing that, Tonya.

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April PTO Meeting - Will hold just an evening meeting in April at 6:30pm. There will be discussions and hopefully nominations for board and committee positions.

New Business

February Staff Appreciation - K Cups, Whitman Chocolates and a variety of other goodies will be provided on Friday.

Staff Ice Maker - A new icemaker was purchased to replace the previous ice maker that the PTO bought and broke twice. The PTO will donate \$200.00 for the new purchased Icemaker and will donate an additional \$200.00 for a second ice maker if needed.

Upcoming Events

February 26- Box Top contest ends
March 2- Caps for Camp
March 5-9-Spirit Week/Food Drive
March 7- Late Start
March 9-Bingo and Baskets
March 12-March PTO Meeting at 1:30 pm

Meeting adjourned by Jennifer Wagner at approximately 2:05pm.

Minutes compiled by Joyce Dressler