

Lake Marion Elementary PTO
General Meeting Minutes
April 9, 2018 at 6:30 pm in the LME Media Center

Meeting called to order by Jennifer Wagner at 6:34 pm

Attendance (21)

Jennifer Wagner (President), Tonya Hilyard (Vice President), Lisa Cook (Co-Treasurer), Kil Choe Wikstrom (Co-Treasurer), Bret Domstrand (Principal), Rachel Haukoos, Jessica Brandenhoff, Jennifer Van De Berg, Joyce Dressler, Melissa Schreiner, Kelley Hoolihan, Heather Vinar, Marie Mitchell, Laura Sanders, Erin Hawkins, Alissa Boroff, Jenna Eng, Bobbie Kunkel, Becky Bishop, Christine Petersen, and Kristina Jacobson.

Financial Report

Handouts:

1. Operating Budget as of 4/9/18
2. Current Income Statement updated 4/9/18
3. Approved Budget for next school year 2018-2019

Lisa reported that we have a cash on hand balance of \$64,292.50. Reviewed the current income statement and the approved budget for next year.

Committee Reports

Culver's Jennifer Wagner

March event raised \$316.56. April event is tomorrow, the 10th. Drawing for custard party. Specialists are serving. Kil Choe is working the table from 5-6 pm, then Brenda will work 6-7. PTO Board is serving next month; Mr. Domstrand volunteered to serve with the PTO.

PTO Help Day Jennifer Wagner

April 27th is our next and final PTO Help Day for this year. 9:30 AM to 3:30 PM in the Commons. Signup Genius went out recently.

Activity Day Kelley Hoolihan

Kelley Hoolihan reported that all is on track for Activity Day planning. Event date is June 1st. DJ is booked, Culver's reserved, and one bouncy from Fun Jumps has been reserved. Fun Jumps will need a 50% deposit right away. Kelley is introducing a new theme this year, the Olympics. She would like to borrow or reuse any Olympic themed decorations or props; Tonya shared that she has some items from Reading Regatta. This committee is going to be the over budget of \$2000. Currently, she has spent \$2375. Jennifer made a motion to increase Activity Day budget to \$2500 for this year and next year. Motion was approved. Kelley asked Jennifer for last year's volunteers' email addresses to get feedback on some of the stations so that she can make changes this year. Mr. Domstrand has asked LNHS if we can borrow their golf cart, waiting for response. Kelley has a neighbor that has a cart and a trailer if all else fails. Kil Choe asked if anyone was helping Kelley on this committee; not currently but anyone is welcome. This event will need many volunteers; Jessica wondered if this could be sent to everyone in Signup Genius since it's an all-school event. Jennifer thought so but not easily since there are groups set up within our Signup Genius account. She will look into it. Others in room asked if there will be a request for needed items to be donated via email or Signup Genius (i.e. pool noodles).

Bogo Book Fair Heather Vinar

One day only Buy One Get One Scholastic event on June 1st (same day as Activity Day) in the main lobby. Scholastic balance is \$6769.81 with \$1100 expiring on Aug 1st. Mr. Domstrand is planning to spend some of this money to buy books for incoming Kindergarteners.

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Old Business

Kindergarten Readiness Night *Mr. Domstrand*

For the first time ever, Lake Marion will invite all families of incoming Kindergarteners to come to the school on May 23 to learn more about what they can do over the summer to prepare their children for Kindergarten in the fall. Mr. Domstrand shared that the event is from 6-7:30 pm with families moving from one station to the next to get information on what is expected for Kindergartners in the fall. The school will provide a free book and pizza dinner. The PTO will have a table set up to greet families and will have goodies such as pencil grips for giveaways.

Open Positions for next year 2018-2019

Jennifer Wagner handed out a sheet with open committee positions. Mr. Domstrand discussed the importance of the PTO at Lake Marion and how critical it is that we have all the board positions filled in order to continue with the many fun and educational events that are sponsored by the PTO. The following positions are open and ready to be filled for next year:

1. Board
 - a. President
 - b. Vice President
 - c. Co-Treasurer 2
 - d. Secretary

2. Committees
 - a. Culver's
 - b. PTO Help Days
 - c. 5th Grade Fundraising/Graduation
 - d. Activity Day
 - e. Lost and Found

Jennifer shared that Marie Mitchell has volunteered to be the Co-Treasurer next year (YAY!) and was happy to report that a few other committee positions have recently been filled. Erin Hawkins has taken on Lost and Found; Alissa Boroff, Erin Hawkins, and Jenna Eng are signed up for Spirit Week/Food Drive committee; and Joyce Dressler has volunteered to chair 3 committees: Emagine Theater Ticket Sales, Promotional Fundraising, AND PTO Help Days (committees need additional chairpersons). Jessica Brandenhoff shared that she and Kil Choe Wikstrom would like to step up as President and Vice President – specific roles are not decided though. Thank you everyone!

New Business

Staff Appreciation Week/Breakfast *Jennifer Wagner*

This event runs April 30th – May 4th. Breakfast on Friday, May 4th at 8:15 AM – reminder to save some hot dishes for staff that arrives at 9:15 am. Signup Genius will be sent out for breakfast servers and food items. One special activity will be a Post-it wall of messages from students to their teachers and staff. Someone mentioned that it would be nice to send out Signup Genius for donations of fun shaped sticky notes.

April Staff Day *Jennifer Wagner*

Jennifer reminded the group that this month will be skipped due to Staff Appreciation Week happening this month.

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PTO Happy Hour *Jennifer Wagner*

Mark your calendars, the spring PTO Happy Hour will be Thursday, May 17th at Barley & Vine in Lakeville from 7-9 PM. Hopefully the weather will be nice and we can visit on the patio.

Seamus Handler Training Opportunity *Mr. Domstrand*

Mr. Domstrand shared that the school is looking for additional handlers for Seamus. Becky Bishop is a handler, for example, and she takes Seamus to read with students for 10 minutes and then they get 5 minutes to spend with him. PawPads is offering free handler training this summer on July 30th and 31st. A communication will go out soon. Please let Mr. Domstrand know if you are interested.

Outdoor green spaces *Jennifer Wagner*

Jennifer asked the group if adding the back area of the school to the summer watering task list would be challenging or not. Feedback from a few seemed to think it was not a big deal and would gladly take care of it this summer. Mr. Domstrand mentioned that a lot of salt was used this year on the front sidewalks so we will have to wait to see which flowers/plants survived. Also, Rachel Haukoos will be working on a new planting design and may add a berm to shield plants from winter salt.

Next PTO meeting is on May 14th at 1:30 PM in the LME Conference Room

Meeting adjourned by Jennifer Wagner at 7:38 PM

Minutes compiled by Kil Choe Wikstrom