

## **PTSO EXECUTIVE MEETING MINUTES 10/3/2024 – meeting held at AADL Westgate**

Meeting called to order at 7:07 by President Meeghan Campbell

In attendance: Meeghan Campbell, Anne Drake, Amy Thudium, Kirsten Hensley, Elizabeth Martin. Elizabeth Martin, Acting Secretary

1. Finalize Calendar
2. Finalize Welcome Letter
3. Next Ms. Newing Emails from PTSO- try to make monthly before each PTSO meeting
  - October 5/6 - Calendar and Welcome Letter, conference sign ups
  - October 12/13- Fundraising Flyer, PTSO Position List, PTO Thrift Shop, Panera Flyer, reminder meeting, conference sign ups
  - November email - Spirit wear, PTO Thrift Shop
4. Budget
  - Spent \$12,000 of reserves last year, fundraiser this year should have goal of \$15,000
  - Amy to present one budget based on no fundraiser at October 17 meeting-to make a list of \$15,000 worth of items prioritized if we do have a fundraiser
  - Meeghan and Amy to meet with Ms. Newing to discuss budget priorities
5. Meeghan makes a motion to approve a purchase of 200 shirts for 6th graders for \$6.50 a piece for a total of \$1300. Liz seconds. Roll call vote, motion carries. Liz to connect with Dan and Ms Newing to order.
6. Spirit Wear sale - delivery before holidays. Check with Ms. Newing at October meeting.
7. Liz to follow up with PTOC thrift shop about \$ from advertising
8. Have Ms. Newing send out another ask for conference sign ups and monetary donation options.
9. Board needs to send headshots to Kirsten for PTSO website

### Discussion Items:

- How to involve students in meetings and discussions
- Google Doc sign-in sheet at meetings
- Schuler's Books week - February or March?
- Meeghan and Anne to be in person faces of PTSO for conferences
- Brainstorm fundraising, potential frenzy
- Concessions at athletics for fundraising, students to sell?

### October 17 Meeting Items

- Approve Budget
- Discuss Spirit Wear sale to start in November

8:43 Meeghan adjourned the meeting.