**Crocker/Riverside PTO**

**General Association Meeting Minutes**

Tuesday, January 9, 2018

6:00 p.m. – 7:30 p.m.

1. **Welcome** Anna Molander (6:05 p.m.)
2. **Principle’s Report** Mr. McCord (6:06 p.m.)
   * 1. 3 day weekend coming up
     2. pennies for patients starts next Tuesday
     3. Kinder registration starts next Tuesday as well
     4. Assistant supers talking about not having overlapping kinder
     5. Next year will have open enrollment for 2 or 3 students for the 4th and 5th grades
     6. 6 open spaces for 3rd grade
     7. Guitar class started today, enrollment now
     8. Kangs 30th anniversary coming up with district, planning on event on blacktop, invite Mr. Lee, have a little event around 9:20ish.
3. **Officers Report**
   1. **Treasurer’s Report** Joseph Delgado (6:14 p.m.)
      1. Presentation of Checks: $
         1. Disbursements nothing stands out, few field trips and teacher reimbursements, nothing out of ordinary.
         2. Movie licensing
         3. Deposits, jog-a-thon, annual fund,
         4. ANNA: we can’t use paypal to pay Amazon for PE equipment, need different method of payment.
   2. **President’s Report** Anna Molander (6:18 p.m.)
      1. Long Term Strategic Plan: Group to be formed to talk to Daniel C. to develop a plan for ongoing efforts.
      2. 2018 preview: Ton of stuff from now until end of year, spring social, showcase, volunteer appreciation, board meeting, teacher appreciation week, a lot going on, ask for help if needed.
         1. Approved.
   3. **Secretary’s Report** Nick Millan (6:21 p.m.)
      1. Send Minutes to Seiko,
      2. Minutes: motion to ratify minutes by Sarah, Second by Brandon, unanimously approved.
   4. **Vice President’s Report** Sarah Colwell (6:22 p.m.)
      1. Sent out thank you cards, let Sarah know if there is anyone that has done outstanding thing that need recognition, still some signed cards available.
      2. Still trying to get TB testing on site
      3. Staff needs: They should come to meetings to ask for it, maybe some kind of presentation, maybe a voting item, figure out a protocol for this, price range minimum? Needs some configuring, what do we accept , what do we deny? What are our metrics for spending money, how do we decide what to spend on?
      4. Workshop in Feb on how we are going to make these decisions.
4. **Committee Reports Kevin** (6:37 p.m.)
   1. **Fundraising oversight:** 
      1. Ask kids what type of things they like. Have kids write up a blurb
      2. Anna getting a bunch of grant potential, Rotary grants, more free money the better.
      3. Scholarships will come available again, sign up starts on Feb 15, Voting deadline is 23rd. we need to strategize to get more votes. Let people know where the money would go.
      4. This year we would have applies for $35,000 in grants.
   2. **Communications** Seiko Monahan (6:44)
   3. **Volunteer Oversight** Bryan Baldwin (6:44)
      1. Ways to improve volunteer process, gathering info to help golks understand the opportunities, use info far a couple different reasons,
      2. Pictures on Display board
      3. Volunteer opportunity guide
      4. Usable document hand out at meeting put online etc..
      5. Gearing up for “not-founders day” event. Adults only??, week of may 21? Will need help to organize this, ideas of things we can do, we can make it what we want it to be
      6. **Sarah:** Massage chairs? Present needs for following year? Weekend? Theme?
   4. **Room Parent** Brittany Costarella (6:54)
      1. Teacher appreciation week, is it too much? Maybe a one day event?
      2. Clear directions for room parents, not too much but an equal appreciation for all teachers
   5. **Assistant Treasurer** Brandon LaPointe (6:59)
      1. When pro Treasurer comes in, what will be Brandon’s new roll?
   6. **Parliamentarian** Courtney O’Connor (7:00)
      1. We should talk about elections, timeline, voting, keep same positions, add/take away?
   7. **Auditor/Transparency** Kevin Samsam (7:01)
      1. Getting together with Joe.
5. **Voting Items: (7:04)**
   1. **New Proposed Expenditures, Professional Treasurer:** Certain aspects of treasurer is labor intensive, check writing and putting them out, is that something that is doable or do we need to hire a pro treasurer, talked to Dean Company Bookkeeping services for non-profits, coordinate with different organizations, do a variety of things.
      1. This will lighten the load to focus on other items like budgeting, turn around check writing process quickly**.**
      2. This will cost $250 monthly plus hard costs like copies. This equates to $3,000 annually.
      3. They make sure the non-profit compliance is ok, keep tabs on key dates and work with our accountant,
      4. maybe cash money on our end and checks on theirs?
      5. Wrinkles would need to be ironed out, how we send money.
      6. This would eliminate potential for mishandling of money etc..
      7. records would live in their data, previous treasurer says it’s a great idea!
      8. Take a look at it and we’ll vote at the next meeting.
      9. Why were Dean Company chosen? Are there other options we could look into?
6. **Review Upcoming Events (7:23)**
   1. **Spring Social:** 
      1. Tickets on sale soon, tickets are limited, ideas for family events talk to Nancy.
   2. **Spring Showcase:** should have a better picture in Feb.
   3. **Annual fund drive doing great!**
   4. **Feedback? :** 
      1. Was Mark Krichman working with someone to take over auction site? LPSF?
      2. Elementary schools getting large amonts of money for physical improvements, we need to seek actual improvements done on campus not just basic maintenance.
7. **Adjournment (7:32)– Next PTO Executive Meeting: 2/6/18**
   1. **General Meeting: When? May? Committee to Plan?**