

Raymond School PTO Meeting Minutes

5/4/23 @ 5:00 p.m.

The PTO board strives to conduct meetings within a 60-90-minute timeframe. We ask that comments be concise and direct to keep our time together focused and on track. Thank you!

Meeting Called to Order -- 5:01 p.m.

Welcome -- Megan Rios (President)

Secretary Report – Niki O'Brien (Secretary)

April Meeting Minutes were approved on 4/24/23 and posted to the school website.

Treasurer Report -- Kelly DePra (Treasurer)

Current Checking Balance: \$22,326.44

Playground Savings: \$0.00*

CD: \$26,679.98

Playground Funds Update:

*Playground funds of \$26,394.17 were transferred into a CD, to earn 4.35% (4.45%APY) interest over 15 months. Accrued interest will be deposited into the PTO general checking fund when the CD term matures.

2022-2023 TrueUp Account:

Connect with Patti to finalize the 22-23 TrueUp Account. Verify school records to PTO fund requests. Finalize by June 6th.

Budget

- 2022-2023 Budget - \$32,455
- Budget/Expense/Income Review:
 - Laminate is up to \$96.56/roll. Made final school year purchase, ending the year \$375.80 over budget.
 - Add annual insurance commitment to the budget (\$800)

Old Business --

Recent Fundraising Totals:

- Craft Fair - Amount Spent: \$1,097.40, Amount Brought in: \$3,527.91, Gross Total: \$2,430.51
- Glow Dance Party - Amount Spent: \$1,188.43, Amount Brought in: \$797, Gross Total: - \$391.43

Revisit Ongoing Bench Discussion:

Board will move forward with purchasing four replacement benches for the front of the school. Benches will be portable and can be used on the school grounds, playground, outdoor ceremonies, class activities, events, etc. Funds for the benches will come from the playground account.

New Business --

PTO Board Restructure:

- Per bylaws, nominations took place in March. No nominations were received.
- Revisiting Board Resignation Discussion -
Discussion was had at the April meeting about the possibility of all current board members stepping down mid year. Board members have decided to leave their term at the end of this school year in June. Board will work on recruiting replacements, so PTO can remain in its current capacity. If interested in a board position, please reach out to the PTO ASAP.
Board Members were individually asked if they would like to stay on the board. All members individually declined. Ahnna: No, Kelly: No, Niki: No, Megan: No

Farmer's Market Update:

- Farmer's Market was scheduled to be held twice a month this year, on 6/14, 6/28, 7/12, 7/26, 8/9, 8/23, 9/6, and 9/20. Without having an interested chair to immediately move forward with the planning, the decision was made to cancel the Farmer's Market this year. Vendors will be notified ASAP, along with cancellation of all food trucks. Checks will be returned to any vendors who have already paid.

Fall Fest Update:

- Change of chairs will be needed in order to move forward with this event. The Racine County fairgrounds are reserved for Saturday, October 7th. A deposit check in the amount of \$995 (includes security deposit), along with a signed contract has been submitted.

Teacher Appreciation Week Update:

- May 8th - 12th
- Arrangements are set for picking up food, transporting to school, setting up/cleaning up each day, along with all raffles.

Mother's Day Fundraiser Update:

- 30 orders were received. Amount Brought In: \$1,206.00, Amount Paid to Sean Hix/ Northwoods Viking Co.: \$665, Gross Total: \$541

High Interest Day Build-a-Panther Workshop:

- Board is considering holding a school wide workshop, for every student to have the opportunity to participate.

Change of chairs will be needed in order to move forward with these events/fundraisers...

- Current Chairs

Events-

Farmers Market - OPEN
Trunk or Treat - Abbie Ramon
Class parties/incentives - OPEN
Valentine's Carnival - OPEN
Teacher Appreciation - OPEN
Spirit Wear - Abbie Ramon
Glow Party/Dance - OPEN

Operational-

Open House - OPEN
Volunteers - OPEN
Retirement/memorials - Mr. Peterson
Coffee bar/lounge - OPEN
Marketing/social media - OPEN
Spring Craft Fair - OPEN

Fundraising-

School Kits - OPEN

Colectivo Coffee - Heather Innes-Smits

Holiday Shop - OPEN

Snowball Challenge - OPEN

Milkman Game - Heather Innes-Smits

(New) "Booster" Merch - OPEN

Mother's Day Fundraiser - OPEN

Concession stand - Danielle Evans & Casey Lawrence

Dine out fundraising - Betsy Bauer

Carnival of Lights - OPEN

- **New Fundraiser/Event Suggestions**

Family nights - Jenny Waldron Indoor Movie Night (next school year)

Father/Daughter Dance - Jenny Waldron (next school year)

Mother/Son Kickball - Jenny Waldron (next school year)

Cash Calendar - OPEN

Date Night w/babysitting - OPEN

2nd Large Fundraising Event? Sports Tournament

Parents Night Out / Bags Tournament / Wine Vineyard -OPEN

Administrative Report -- Mr. Jeff Peterson

Fund Requests --

- APPROVED: 6th Grade Urban Air Field Trip \$280 1 bus - Mrs. Weber

Adjourn Meeting -- 5:51 p.m.

Attendance: Megan Rios, Ahnna Thornton, Niki O'Brien, Kelly DePra, Jenny Waldron, Lacey Schreiber

Upcoming Meetings:

June 1st, 2:45 p.m.