

# Minnewashta Elementary PTO Meeting Minutes

## January 19, 2021

6:03pm to 7:00pm

**PTO Present:** Heidi Post, Andrea Bach, Brittany Yamauchi, Gretchen Padget, Cindy Andress, Barbara Seifert, Nicki Gordon, Tara Pitkin, Anjuli Glaza

**PTO Absent:** Michelle Le

*Heidi Post called the meeting to order at 6:03pm*

### **I. Welcome and Introductions, Heidi Post, President**

- Motion to approve November 2020 PTO minutes. Motion approved.

### **II. Barb Seifert, Fundraising**

- Boosterthon
  - Signed contract for Fall of 2021
  - Invoice is being sent to Gretchen
  - Still have leftover t-shirts from the Fall event. Will bring to school on picture day for those who need them.

### **III. Tara Pitkin, Book Fair & Yearbook**

#### **Book Fair**

- Still on hold/pending for what will be allowed for Spring Book Fair.
- Tara will ask Scholastic when they need to know about March dates/event info.
- Option of using e-wallets and kids attending the fair with their class was brought up. However, this wouldn't work with current Covid rules.
- Anticipating this will be online as of now.

#### **Yearbook**

- Still planning to have school pictures taken during conferences in March.
- Plan to list students by grade, in alphabetical order, instead of by classroom.
- Tara will reach out to Rachel about getting a document with all student names.
- Will start to reach out to parents and students for extra photos.

### **IV. Andrea Bach, VP Report**

- Andrea has not received any enrichment requests.
- Cindy received a request to offer virtual speakers for each grade in honor of Black History Month. Cost is \$1,180.
  - Motion to approve cost of B.H.M. speakers. Motion approved.
  - Cindy will follow-up with details.
- Rachel received an outstanding bill for a 2019 field trip to Tanadoona. Couldn't find a record of having paid this already, so Cindy will be sure it is taken care of.
- Received an enrichment request from Srta. Luze for Kindergarten Spanish Phonics Books. These are books that could be used for multiple years.

- We would save \$40 if we didn't go through the Scholastic catalogue and didn't use Scholastic Dollars. Tara will also look into other places we could purchase them as well.

**VI. Brittany Yamauchi, Volunteer Coordinator**

- No updates at this time.

**VII. Gretchen Padget, Treasurer, Treasurer's Report**

- Updated financial info:

**Minnewashta PTO**

**November/December Treasurer Report**

January 19, 2021

We started the 2020-2021 school year on 7/1/2019 with \$26, 877.50 in our combined checking and savings accounts. As of December 31, 2020, we had a total of \$74,502.26.

Administrative Updates

None

Program Updates – November/December Transactions

**Minnewashta PTO**

**Profit and Loss**

**November - December, 2020**

	<b>Total</b>
<b>Income</b>	
Amazon Smile Income	\$ 103.84
Minnetonka Pride Income	\$ 5,040.70
<b>Expenses</b>	
Boosterthon Expense	\$ 24,483.06
Custodial & Front Office Staff Appreciation	\$ 61.83
Speech	\$ 162.01

Other Fees (RevTrak, Intuit, Sign-up Gen)	\$	50.00
Tax, Legal, & Professional Fees	\$	625.03
Uncategorized Admin Expense	\$	41.70

## Minnewashta PTO

### Balance Sheet

As of December 31, 2020

	<u>Total</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
Wells Fargo Checking	64,490.40
Wells Fargo Savings	10,011.86
<b>Total Bank Accounts</b>	<b>\$ 74,502.26</b>
<b>Other Current Assets</b>	
Uncategorized Asset	0.00
<b>Total Other Current Assets</b>	<b>\$ 0.00</b>
<b>Total Current Assets</b>	<b>\$ 74,502.26</b>
<b>TOTAL ASSETS</b>	<b>\$ 74,502.26</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Total Liabilities</b>	
<b>Equity</b>	
Opening Balance Equity	24,796.87
Retained Earnings	2,155.51
Net Income	47,549.88
<b>Total Equity</b>	<b>\$ 74,502.26</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 74,502.26</b>

#### VIII. Cindy Andress, Principal's Report

- No vaccine schedule for staff yet.
- No other updates at this time.

## **IX. Heidi Post, President's Report**

- Heidi will attend the district leadership meeting tomorrow.
- Dream Makers is happening, however it is not an in-person event. An email with details was sent out, and Heidi will post details on Minnewashta Facebook page.
- Could we do an all-staff appreciation lunch?
  - Cindy was planning to order lunch for paras next week, for Para Appreciation Week. Heidi and Gretchen will look into ordering lunch for paras on Monday or Tuesday of next week and lunch for teachers on Thursday or Friday, when kids have school off.
- Recruiting for 2021/2022 PTO positions:
  - Tara will train-in as VP
  - Will need to fill: President, Volunteer Co-Chair, Secretary, and Fundraising
  - Heidi will post on Facebook and also include an announcement in Minnewashta Newsletters.

*Meeting adjourned at 7:00pm*

*Respectfully submitted by Nicki Gordon, Secretary*