

Minnewashta Elementary PTO Meeting Minutes

November 13, 2018

6:30 p.m. to 7:45 p.m.

PTO Present: Melissa Uittenbogaard, Heidi Post, Victoria York, Brandi Virgin, Barb Seifert, Rachel Turnbull, Andrea Bach, Cindy Andress, Heather Solano, Betsy Lindgren (Parent), Ashley Kennedy (Parent), Carly Brown (Kindergarten teacher)

PTO ABSENT: Erin Marasco

Melissa Uittenbogaard called the meeting to order at 6:00p.m.

I. Welcome and introductions, Melissa Uittenbogaard

Melissa moved to approve the October 2018 minutes. Motion approved and can be posted to the website.

II. Brandi Virgin, Treasurer, Treasurer's Report

Program Updates

Income

Amazon Smile Income	77.43
Birthday Books Income	30.00
Book Fair Income	1,891.00
Corporate Sponsor/Donation Income	250.00
Fall Boosterthon Income	91,593.81
Halloween Dance and	
Ice Cream Social Income	3,850.00
Minnetonka Pride Income	1,713.99

School Supply Income	<u>3,896.37</u>
Total Income	\$ 103,302.60

Expenses

Boosterthon Expense	3,868.13 (T-shirts)
Secret Shop Expense	138.33
Back to School Social Expense	448.75
Staff Appreciation Expense	128.99
Volunteer Appreciation	34.72
Orchestra Hall (4th Grade)	962.50
Other fees (RevTrak, Intuit, Sign up Genius	51.92
PTO Administrative Expenses	<u>166.55</u> (Bill counter, Stamps, Envelopes)
Total Expenses	\$ <u>5,799.95</u>
Net Operating Expense	\$ 97,502.65

PTO Balance Sheet

ASSETS

Current Assets

Bank Accounts

Checking	0.00
Money Market	0.00
Wells Fargo Checking	110,592.68
Wells Fargo Savings	<u>10,008.00</u>
Total Bank Accounts	\$ 120,600.68

Other Current Assets

Uncategorized Assets	<u>0.00</u>
Total Other Current Assets	0.00
Total Current Assets	\$ <u>120,600.68</u>
TOTAL ASSETS	\$ 120,600.68

LIABILITIES AND EQUITY

Total Liabilities

Equity

Opening Balance Equity 24,796.87

Retaining Earnings -2,930.16

Net Income 98,733.97

Total Equity \$ 120,600.68

TOTAL LIABILITIES & EQUITY \$ 120,600.68

III. Secretary's Report, Vicki York

Melissa Uittenbogaard moved to approve November minutes. Motion carried without dissent.

All of the Thank you notes have been sent out and up to date.

IV. Andrea Bach, Co-Vice President

Enrichment Requests

Kindergarten/RSK submitted and presented by Carly Brown:

1. Request to Increase Arboretum field trip from \$1000 to \$1207.50 due to the increase of the number of students. Melissa Uittenbogaard moved to approve the request. Motion approved without dissent.
2. Request Enrichment budget of \$6.50 per student to go to the Crayola Experperience STEAM field trip at the end of the school year. Melissa Uittenbogaard moved to approve the request. Motion approved without dissent.

1st Grade Spanish submitted by Sara Bernal:

1. Request Enrichment budget of \$6.50 per student for the “Let’s Find Out” yearly magazine subscription that supplements Spanish, Social Studies and Science curriculum. Motion approved without dissent.

Barb Seifert, Fundraising

Give to the Max begins Thursday, November 15th.

Boosterthon dates have been confirmed. Kickoff begins September 30th 2019 with a Pep Rally and will go through October 8th with the Fun Run.

Rachel Turnbull, Volunteer Coordinator

To send out a Sign up Genius for volunteers to help with the Secret Santa Shop which takes place Saturday, December 8th from 9-12.

Melissa Uitenbogaard and Heidi Post, Co-Presidents

Suggested setting aside funds for a Grant Program. It will be open to Grade levels and Specialists. The requirements are that it needs to be enrichment based and a plan has to be presented by January 2, 2019. The enrichment funds that are already in place need to be used first.

Betsy Lindgren, employee and parent of Minnewashta, proposed for a new digital Marquee for our building. She has been in contact with the city of Shorewood for a permit. She will continue to gather more information and update the PTO. There will need to be a fundraiser to pay to the sign. Possibly the Spring Carnival.

Cindy Andress, Principal

There will be two Back to School nights because of the increase in Kindergarten/RSK students. This will be in place of Story time. The dates are January 10th and 15th 6:00pm to 7:00pm.

Meeting adjourned at 7:50 p.m.

Respectfully submitted by Vicki York, Secretary