

## PTO Meeting Minutes

August 15, 2018

Meeting called to order at 6:32 pm by Stacie Brown.

LeAnn Zeandros and Ann D. Irwin motioned to approve the meeting minutes from the May meeting.

### **Attendance:**

Stacie Brown: President

Sue Lee: Vice President - ES

Jennifer Arroyo: Vice President - IS

Sonja Kajohn: Vice President – MS

Jannelle Martinez: Vice President - Lincoln

Christie Johnson: Treasurer

Jennifer Knop: Secretary

Stefan Ladenburger: Principal ES/IS

Nick Brilowski: Director of Public Relations

Mike Jandes: School Board

Bari Dacks: Fundraising

Ann D Irwin: Membership

LeAnn Zeandros: Yearbook

### **Reports:**

**President's Report:** Stacie Brown reported.

**Board Positions:** Sue Lee and Jennifer Arroyo motioned for Jennifer Arroyo to resign as Secretary.

Ann D. Irwin and LeAnn Zeandros motioned to appoint Jennifer Knop as Secretary.

Stacie Brown replaced Ryan Deuter as President following Ryan's move out of state.

Vice Presidents will now have larger roles and responsibilities – and there will be a new room parent committee to oversee appointments of Room Parents. The Room Parents will coordinate/facilitate class parties, volunteer opportunities in the classrooms, and teacher appreciation week. Room Parents will have a training – teacher appreciation week activities, coordinate teacher gifts, maybe volunteers, maybe uploading pictures to treering.

Fundraising will now be chaired by Bari Dacks.

School Supplies: No help needed tomorrow or Friday. Next week, the truck is supposed to arrive on the 20<sup>th</sup> between 9-5; will need help on the 21<sup>st</sup> for a few minutes

Meet & Greet event for the PTO: Committee Chairs will receive a Fremont T-shirt to wear as they are expected to be there to recruit for their committee(s).

**Treasurer’s Report:** Christie Johnson reported.

Budget needs to be approved. There will be a couple of changes this year, with an overall increase of about \$300. Funds previously allocated for retirement that were unused, will be moved towards membership recruitment (\$750). These funds will be used for gift card giveaways, shirts for committee chairs, meet & greets and social activities to build our volunteer base. Teacher appreciation was increased to \$1000 so that we can see how it goes with the addition of the room parents. Stacie Brown will chair the Teacher Appreciation week committee. Currently, we are short, but we are also waiting on school supplies funds to clear.

Motion to approve budget by Ann D. Irwin, seconded by LeAnn Zeandros.

Mundelein Comm. Checking Balance as of 7/31/18	36,320.32
Mundelein Comm. Savings Balance as of 7/31/18	50.00
Harris Checking Balance as of 7/31/18	15,149.56
Harris Savings Balance as of 7/31/18	0.00
Less: Committed Funds	55,145.59
Uncommitted Funds as of 7/31/18	(3,625.71)
<b>Balance available for 2018/2019:</b>	<b>(3,625.71)</b>

**Membership:** Ann D. Irwin reported. Buzz Book will be a paper copy again this year. Would like to talk to Mr Ladenburger about doing a website/app into one instead. Stacie and Ann D will look into the options. The Superintendent has to approve the format and layout.

**Music/Band:** No report. MS/IS reps can talk about music in their reports

**Picture Day/Yearbook:** LeAnn Zeandros reported. MS picture day is September 10. ES & IS picture day is Tuesday, September 11. Lincoln picture day is Thursday, September 13. Make ups will be October 19<sup>th</sup> for all. Chairs are LeAnn Zeandros (MS), Janelle Martinez (Lincoln), Jennifer Arroyo (IS), and ES is still open. For picture day/yearbook volunteers; teachers are also able to upload to treering

**Room Parents:** reported on earlier

**8<sup>th</sup> Grade Dance:** No report. Progress doesn't start until January

**Field Days:** No report. Progress doesn't start yet.

**Spirit Wear:** Christie Johnson reported. Samples will be available at Supply Drop Off. Sale will run August 31-September 14. Same vendor as before but with different items. Samples will also be at each curriculum night. There will be a giveaway on FB page for \$25 gift card. Items will be delivered the second or third week of October. Every Friday will be Spirit Wear day in every school.

**Fundraising:** Bari Dacks reported. Committee title is changing back to Fundraising. Charleston dates will September 21-October 4. Dining dates will be set soon. Slyce reached out, but can only do Tuesdays. Portillos and Panera (\$450 last year as it's all day) are also possibilities.

**Old Business** – none

**New Business** – none

**Adjournment:** 7:24 pm. Motion made to adjourn meeting by Christie Johnson, seconded by Ann D. Irwin.

PTO minutes submitted by: Jennifer Knop