

PTO Board Meeting

MEETING AGENDA & MINUTES

Monument Academy PTO

Date: 7-8-2020

Time: 6:00 pm

Location: Zoom

I. CALL TO ORDER *at 6:06 pm*

II. Current MEMBERS IN ATTENDANCE

X Kim Stoltenberg (President)

X Jessica Mayfield (Vice President)

X Samantha Brown (Treasurer)

Maggie Richert (Secretary)

X Tanja Curtis (East PTO guest)

III. SECRETARY'S REPORT – *review & approval of minutes of previous meeting*

-Previous minutes approved by Samantha and seconded by Jessica, unanimous in favor

IV. TREASURER'S REPORT – *review of income & expense actuals, budget, and variances*

- approved by Kim, seconded by Jessica, unanimous in favor

V. OLD BUSINESS – *informative / discussion / approval items from previous meetings*

1. Board Bios – board is of the like minded opinion to forgo doing bios for the time being as the school is transitioning the website to reflect two campuses and trying to minimize clutter
2. Confirm UV light funds returned to PTO – confirmed by Sam that money has not been used by the school
3. Update on spirit wear store – chairs have counted, organized, and posted discounts on current inventory; they are currently developing the new fully online store; Samantha has set up a paypal account
4. Gaga ball pit – no new updates
5. Update to PTO portion of MA website – introduction letter, calendar, and board contacts have all be updated; Kim is currently working with Tanja and the school to get the page reflective of both PTOs

VI. NEW BUSINESS – *topics introduced in this meeting*

1. PTO run website – Jessica if finished and it is live. The board will review content and get it to the school to link
2. Discuss possibly of or need for re-appropriation of Fun Run '19/'20 funds – no immediate need at this time
3. Used uniform sale 8/6/2020 – plan is to discuss viability of hosting the sale with admin after the next school board meeting when the school will hopefully have disclosed more information on the return to school plan
4. Approve dates for board and general meetings for '20/21 – Calendar as emailed to the board was motioned by Jessica, seconded by Kim, and passed unanimously
5. Annual review of bylaws – Kim to update president responsibilities with serving as a liaison with East PTO. Updated bilaws will be voted on at next meeting.
6. East PTO Report – Tanja reports that the East PTO is currently working on a tile mosaic fundraiser
7. Open Discussion – New badges for the year, Fun Run chair transition, hospitality needs related to pandemic guidelines

VII. REVIEW OF ACTION ITEMS – *requiring follow-up*

Kim will email information regarding obtaining new badges for the year.

Jessica will work with previous Fun Run chair to transition the project over. Fun Run to be added to next agenda
Samantha will reach out to the hospitality chair to see what she will need to be successful with running hospitality evens within pandemic guidelines.

Kim will follow up with Brad on Gaga Ball progress.

Kim will continue working with the school and East PTO on the school PTO page.

Board will provide feedback on the PTO site, then Kim will get it linked to the school PTO page.

Kim will email admin about used uniform sale after next school board meeting.

Kim will update bylaws and email them for board to review before next meeting.

VIII. NEXT MEETING ~ Date: 8/5/202 Time: 6pm Location: Zoom

IX. ADJOURNMENT *at 6:41 pm*