



TMHS ARC/PTO – MEETING MINUTES
 Tomball Memorial High School
 (Academic Recognition Club/Parent Teacher Organization)

March 24, 2023 1:00pm

Next meeting Friday, April 21, 2023

Then May 19 which will be the Public Meeting and board slate vote

In attendance: Tracy Fletcher, Robin LaRue, Jill Haywood, Tara Powell, Gloria Weber, Amy Martin, Dawn Rodriguez,
 Lynn Couste

Reading the Minutes of the previous meeting [and their approval]

- I. **Secretary (Jill Haywood)** Motion: Lynn, 2nd: Gloria Vote: All in Favor.
 Minutes from annual board meeting February 10, 2023

Reports of Boards and Standing Committees

- II. **VP Membership (Robin LaRue)** No Change
- III. **Treasurer (Stephanie Viator)** Balance \$14,586.63
 We need \$10,000 for last reward lunch, \$1,000 for the Tomball scholarship fund and \$6,000 for carry over. \$3,000 required and \$3,000 to stock the concession stand at the beginning of the year.
- IV. **Hospitality (Anne Miller)**

Date	Hospitality Event	Donations	Budget
8/9/2023	Back to School Breakfast	parents and McDonald's donated the majority of the food	\$34.34
9/16/2023	July-September Cupcakes plus bags and cups to wrap them		\$60.43
9/19/2023	Dinner for Open House	parents donated everything	0
10/21/2023	October Cupcakes		\$15.98
10/21/2023	Teachers CFA Lunch	chips from concessions, I donated water, budget for desserts	\$35.60
10/31/2023	Healthy Snacks		\$58.00
11/18/2023	November Cupcakes		\$15.98
11/14/2023	Pumpkin Bread Delivery	parents donated and made bread	0
12/12/2023	K-Cups & Cocoa Bombs	parents donated everything	0
1/13/2023	December & January Cupcakes		\$31.96
2/3/2023	February Cupcakes		\$15.98
2/3/2023	Teachers CFA Lunch	teacher donations covered their chips and sandwich; I donated waters, budget for cookies	
2/13/2023	Chocolate Bars/Skittles		
March	Treat/meal TBD		
3/24/2023	March cupcakes		
April	ice cream treats		
4/21/2023	April cupcakes		
May	Sonic style drink bar		
5/19/2023	May & June Cupcakes		

- V. **Spirit Nights (Lynn Couste)**
 - a. **Created Amazon Smile for PTO**
 - b. **Spirit Nights**
 1. 8/25 Marcos \$58.25
 2. 9/28 Kroger Reward \$127.90
 3. 9/22 Kroger Rewards \$123.24
 4. 9/28 Rock the Block \$1,180.05
 5. 10/11 Texas Roadhouse \$82
 6. 11/9 McDonalds \$0

7. 12/8 Adelynes \$120
8. 12/14 Kroger Rewards \$120.95
9. 1/18 Great American Cookie \$122
10. 2/22 The Annex Craft house \$ 250

Texas Roadhouse will be on Monday, March 27 from 4 to close. 10% will go back to PTO.
 They offered us a table to sell baked goods. Lynn will try to sell excess inventory
 Lynn is trying to set up a date in April at Adelynes.

VI. Volunteer Coordinator (Tracy Fletcher) will send out sign up genius for the last reward lunch.

VII. VP Concessions Income \$30,515.67 (not including product cost)

sport	gross profit	DATE	DAY	OPPONENT	9B	9A	JV	VARSTITY	Adult 1st shift	Adult 2nd shift
Volleyball	\$73.00	8/9	Tues	PASEDENA MEM	4:30	X	X	X		
Volleyball	\$761.00	8/16	Tues	LAKE CREEK	X	4:30	4:30	5:30		
Volleyball	\$215.83	8/23	Tues	DULLES	X	4:30	4:30	5:30		
Volleyball	\$0.00	8/23	Tues	IOWA COLONY	5:30	X	X	X		
Volleyball	\$198.33	9/2	Fri	BRIDGELAND	5:30	4:30	4:30	5:30		
Volleyball	\$806.00	9/13	Tues	KLEIN FOREST*	5:30	4:30	4:30	5:30		
Volleyball	\$1244.83	9/20	Tues	TOMBALL*	5:30	4:30	4:30	5:30		
Volleyball	\$951.25	9/27	Tues	*KLEIN OAK*	5:30	4:30	4:30	5:30		
Volleyball	\$701.50	10/4	Tues	KLEIN CAIN*	5:30	4:30	4:30	5:30		
Volleyball	\$699.25	10/11	Tues	KLEIN COLLINS*	5:30	4:30	4:30	5:30		
Volleyball	\$1,070.50	10/18	Tues	# KLEIN*	5:30	4:30	4:30	5:30		
Volleyball	\$1,298.55	10/25	Tues	% WALLER*	5:30	4:30	4:30	5:30		
Boy BB	\$511.25	11/4	Fri	The Woodlands		4:00	5:30	7:00	Lisa Casey	Jill Haywood
Girl BB	\$1,379.94	11/15	Tues	Montgomery	4:00	4:00	5:30	7:00	Lisa Casey	Anne Miller
Boy BB	\$996.55	11/18	Fri	Huntsville	4:00	4:00	5:30	7:00	Tracy Fletcher	Marissa Williams
Boy BB	\$294.03	11/22	Tues	Grand Oaks		10:00	11:30	1:00	Jill Haywood	Lisa Casey
Girl BB	\$1,567.25	11/29	Tues	Cy Woods	4:00	4:00	5:30	7:00	Brandy van Compe...	Jill Haywood
Girl BB	\$1,300.75	12/6	Tues	Cy Ranch	4:00	4:00	5:30	7:00	Michelle Flash	Jill Haywood
Boy BB	\$683.52	12/13	Tues	Klein Forest *		4:00	5:30	7:00	Shalonda Chaddoc...	Jill Haywood
Boy BB	\$490.37	12/30	Fri	Bridgeland		4:00	5:30	12:00	Sabrina England	Kristin Odell
Girl BB	\$1326.00	12/31	Fri	*Klein Collins	10:00	10:00	11:30	1:00	Kristin Odell	Tawnya Burch
Boy BB	\$881.25	1/4	Wed	# Tomball *		4:00	5:30	7:00	Kim Caudle	Brandy Van Compe...
Girl BB	\$910.25	1/7	Sat	*Klein	10:00	10:00	11:30	1:00	Angela Brown	Kim Kneen
Boy BB	\$458.00	1/11	Wed	Klein Oak *		4:00	5:30	7:00	Jessica Noack	Gerald Hughes
Girl BB	\$871.50	1/14	Sat	*Waller	10:00	10:00	11:30	1:00	Brandy van Compe...	Nicole Devens
Boy BB	\$598.85	1/18	Wed	Klein Cain *		4:00	5:30	7:00	Shalonda Chaddoc...	Amy Quirsfeld
Girl BB	\$908.30	1/21	Sat	*Klein Forest	10:00	10:00	11:30	1:00	Brandy van Compe...	Brandy Van Compe...
Boy BB	\$338.00	1/24	Tues	Klein Collins *		4:00	5:30	7:00	Kristen Alcott	Amy Quirsfeld
Girl BB	\$2,136.25	1/27	Fri	*Tomball	4:00	4:00	5:30	7:00	Brandy van Compe...	Marissa Williams
Boy BB	\$502.00	1/31	Tues	Klein *		4:00	5:30	7:00	Kristen Alcott	Gerald Hughes
Girl BB	\$1,860.50	2/3	Fri	*Klein Oak	4:00	4:00	5:30	7:00	Brandy Van Compe...	Malcolm Kneen
Boy BB	\$803.50	2/7	Tues	% Waller *		4:00	5:30	7:00	Amy Oliver	Gerald Hughes
Girl BB	\$1,351.05	2/10	Fri	*Klein Cain	4:00	4:00	5:30	7:00	Amy Oliver	Kim Kneen
playoff	\$1,081.02	2/24	Fri	Woodlands/Cypress			6:30	9:00	Jill Haywood	Andrew Haywood
playoff	\$1,245.50	2/28	Tues	Woodlands/Cypress			6:30	9:00	Ann Vanhearden	Dawn Rodriguez

VIII. Communications (Shannon Lewis)

Post a note about the public meeting. May 19th at 1:00 at TMHS, Post on socials and on the website.

Shannon will send out a message for the Wildcat Weekly, and the WWJH and Grand Lakes newsletter with a message about the open positions for next year.

Jill will start working on position descriptions and send them to the group in group me to finalize. WWJH newsletter info goes to Jackie Santos. Grand Lakes goes to Naheshae Davis and she will pass it on.

IX. VP Rewards/Recognition (Amy Martin/Gloria Weber)

The date is set for April 6th. There are many conflicts with this date so Dr. Bailey will meet with admin team on Monday and throw out a few other dates. Once we get the date we will start sending out the sign up. It ran so well last time, we will use the same procedure.

X. Principal Points (Dr. Bailey)

XI. Other Business

Open positions:

President: The President serves as the leader of the group and a key contact for members, officers and administration. The President presides at all meetings and events and ensures all efforts are being directed toward meeting the group's goals and objectives.

VP Concessions Manager: The concessions manager oversees the volunteers, menu and procedures in the concession stand. You will work with the treasurer and board members to coordinate opening and closing the concession stand.

VP Concessions Buyer: The concession stand buyer is in charge of managing and maintaining the inventory in the concession stand.

VP Rewards/Recognition: The VP of rewards and recognition is in charge of organizing and serving a chick fil a lunch for honor roll students 3 times a year.

Spirit Night: Spirit Night coordinator is in charge of setting up spirit nights at local businesses, advertising them in the weekly newsletter and sending the advertisement to the communications coordinator with will share on social media.

Volunteer Coordinator: The Volunteer Coordinator collaborates with key members of the PTO to coordinate volunteer assignments through Sign Up Genius.

Communications: The Communications Chair handles the creation and distribution of all PTO-related media and marketing. This could include newsletters, the website, social media, etc.

XII. Old Business