

Meeting Minutes

In Attendance:

Dawn Rodriguez, Jill Haywood, Cherie Creaney, Robin LaRue, Michelle Seveney, Tracy Fletcher, Shannon Lewis, Anne Miller, Daisy Cone

Committee Reports

I. 2020-2021 Board

President - Dawn Rodriguez

Secretary - Jill Haywood

Treasurer - Cherie Creaney

VP Concessions - OPEN

VP Reward/ Recognition - OPEN

VP Membership - Robin LaRue

Hospitality - Michelle Seveney

Spirit Nights - Tracy Fletcher

Volunteer Coordinator - Jennifer

Riker

Communications - Shannon Lewis

AP Testing Hall Monitor

Coordinator - Daisy Cone

II. Budget - Cherie Creaney

Motion to approve Cherie, Second Shannon, unanimous approval

2020 ending balance -\$13,365.68

2021 Beginning balance- \$13,365.68

Want to try to keep income as close to possible to spending.

We want to have \$3000 in the bank at all times.

Donations- Student Recognitions- What is this? Donations for reward lunch to PayPal. Leave as a line item?

Concessions- everything will have to be pre-packaged and we will need to adjust estimate on income for the budget.

We may need to develop a new fundraiser.

Income:

Family Memberships: \$2,300 to \$4,500

Business Memberships: \$900 to \$1,000

Teacher Memberships: \$2,400

Donations (Kroger/Amazon): \$600

Concessions: \$16,000

Spirit Nights: \$400

Donations: Student Recognition \$400

Teacher Meal: \$100 to \$0.00

Misc. Income: \$200 to \$227

Expenses:

Masks: \$2,452
Recognition Lunch: \$12,000
Teacher Appreciation: \$600
Awards/Scholarships: \$2,000
Administrative Expensive: \$600 to \$950
Concessions: \$6,000
Donations to TMHS: \$1,200
Misc. Expenses: \$225 to \$25
Membership Expenses: \$100
Teacher Meal Expenses: \$200
Cash on Hand To Carry Over: \$3,000

*Teacher Appreciation-\$600 (will need to increase if no homemade items are allowed)

*Quick books were moved from Misc. to administrative

III. Action Items:

Membership- What is the process for picking up checks for membership forms and checks with schools limiting visitors on campus.

Concessions: Brainstorm a list of prepackaged items to sell that have a good profit margin. What do we need to eliminate from the menu?

Membership- Add a video about what PTO does to the About TMHS page?

Does anyone log in and check the go daddy emails? Have they been published?

Does anyone have a tax-exempt letter?

Can we use the debit card with dual signatures on the purchase request for online orders to Sams/Costco?

No parents in the building 1st semester.

Reward lunch options: Can we do the sandwiches? With budget concerns should we adjust the reward? Possible WOW card type reward? What would we put in the squares?

Meeting ended at 3:11

Next Meeting Oct 7 @ 1:30 Via zoom