

## **Minutes of the East Moriches PTO Meeting March 15, 2018**

A meeting of the East Moriches PTO was held on Thursday, March 15 at 7:00pm in the East Moriches Elementary School Library.

PTO Board Attendees: President Jennifer Voelger, Treasurer Nicole Smith, and Secretaries Lisa Johnson and Alexandra Weeks.

PTO Guest Attendees: Teacher Representative Mrs. Kelli Wilson and Elementary School Principal Mr. Schneyer were also in attendance. Please see PTO Attendance Sheet dated March 15, 2018 for names of other PTO meeting attendees.

Meeting opened with the pledge at 7:00pm. Jenny Voelger welcomed all that came out to the meeting.

**Minutes** – Alexandra Weeks presented the Minutes of the February 15, 2018 PTO Board Meeting which were unanimously approved on a motion by PTO Member Sue Oldring and seconded by Tom Frey, all members were in favor.

President Jennifer Voelger discussed Vice President Dana McCall stepping down from her role to pursue family obligations.

**Treasurer's Report** – Nicole Smith provided a copy of the Treasurer's report for the February 13th, 2018 thru March 10th, 2018 period noting profit and loss detail, the copy was available for all PTO members to review. Financial Statements for the East Moriches PTO were also provided for review.

### **Fundraiser/Events Update**

#### Completed:

- Mixed Bags; Sue Oldring Discussed
  - Funds will go towards gym equipment
  - 205 Items ordered, which means a 45% profit
- Superbowl Ice Pops; Jenny Voelger Discussed
  - Location of icepops pick up is too far
  - Need specific volunteers to distribute icepops
  - Will figure out logistics for next time to avoid same issues

#### Upcoming: (fundraising towards an event or cause)

- MS Bake Sale; Dawn Baynon discussed
  - Dawn Baynon and Delina Cassidy were Event Chairs
  - Cupcake war discussed
- Jester Jim (2<sup>nd</sup> Grade) 3/22; Jenny Voelger Discussed
  - Price negotiated down from \$450 to \$400

- Inviting 1<sup>st</sup> and 2<sup>nd</sup> grade for event
- Bingo; *Sue Oldring Discussed*
  - Sue Oldring and Helen Gruber Event Chairs
  - Middle School Honor Society will assist 2 nights.
  - Need Volunteers for 5<sup>th</sup>-6<sup>th</sup>, - March 23<sup>rd</sup>, 2018
  - Need Parent Volunteers for 7th-8th grade bingo, April 19th, 2018
  - Will send out Sign-up genius for Volunteers
  - 3rd-4th grade Bingo March 27, 2018
  - 5th-6th grade Bingo March 23, 2018
- Field Day Shirts; *Jenny Voelger Discussed*
  - Shirts ordered early this year by Kerri Kleine
  - Shirt orders Due April 9th
- Mother's Day Plan Sale, Spring Fling, Loopy Art Combo; *Jenny Voelger Discussed*
  - Discussed Timing of Plant Sale
  - Plant Sale for Mother's Day
  - Plant Sale for Spring Sale, Spring Fling, Sue Oldring is go to
  - Need to Brainstorm on all of these upcoming sales
- ELA; *Jenny Voelger & Mr. Schneyer Discussed*
  - Need volunteers for ELA
  - April 12th & April 13th - 9:45am-11:45am

Updates: Jenny updated on the following:

- Helium Tank & Popcorn Machine; cannot purchase these for safety reasons.
- Updated Check Request Form; on Website. Please let Jenny know if updates to forms are needed
- BJS Membership; purchased
- Amazon Prime Membership; Members can add needed items to cart and then send to Nicole Smith for her to purchase it w/ PTO Debit card.
- Tax Exempt Cards; Members noted having no issues using these cards. Jenny Voelger said she would cover anyone's tax fees up to \$5.
- Blacktop; Mr. Schneyer and Mr. Carlson don't feel the front of middle school requires work but that the theater at the middle school may need help. Mr. Russo did note he would like a Digital Sign in the front of the Middle School. The PTO could fund and Mr. Russo would take care of handling sign. Sign costs around \$20K.
- Prestige; Jenny Voelger signed contract with Prestige. Lisa Johnson, Jenny Voelger, and Desiree Schneyer will be going to Prestige to pick out items for next Holiday Fair.

Suggestions:

- Credit Card Machine; Mr. Frey suggested machines as a way to avoid checks bouncing. Jenny noted machines aren't cost effective but willing to revisit. We have a machine for Spiritwear that charges 2% fee.
- Fun Fair Dates; Ms. Baynon suggested moving Fun Fair dates for the Elementary and Middle School. Mr. Schneyer to follow up that they can't be moved this year.
- Summer Recess; Jenny discussed re-doing boxes for Summer recess. Suggestion to ask for toy donations at the Spring Fling discussed.
- Storage Closet Shelving System; Mr. Frey discussed PTO funds to purchase Shelving for the PTO Storage closet for cleanup/organization of closet. Jenny Voelger said yes but that

cleanup of closet would have to happen first and requires building principal participation.

### **Basket Auction – March 25**

- Donations: Delina Cassidy, Dawn Baynon, & Kerri Kleine pushing to get donations.
- Sunday March 18 Wrapping Basket Date

**Nominating Committee to present Nominations on April 17th:** Lisa Johnson has emailed 4 Nominees, only 1 has accepted. Jenny Voelger discussed needing a Co-President. Jenny Voelger noted candidates should be made aware of the following:

- All jobs require 10-15 hours per week (event hours are additional)
- Must be available mornings, afternoons, evenings, and weekends
- Must use email regularly (throughout the day) and be available via text & phone 24/7
- Must be social media savvy (Facebook, Instagram, Twitter)
- Must clear a background check and be fingerprinted prior to start date
- New Position will start July 1st, 2018.

### **New Business**

- Auditing Committee Members Needed: Need 3 Volunteers. Jenny Voelger discussed what role entails of. After discussion, the following PTO members volunteered to be participate in the Auditing Committee:  
Teacher Representative; Erin Bielski  
PTO Member Representative; Jessica Stevenson  
PTO Member Representative; Desiree Schneyer
- Kindergarten Orientation; Jenny Discussed getting shirts ordered will. Will gift 8th graders leaving with shirts as well.
- Teacher Appreciation Week; Jenny Discussed event, May 7th thru May 11th. \$200 per school to spend. Suggested raising Budget for this event for next year. Need to brainstorm and bring ideas to April PTO Board meeting.
- Event Chairs; Jenny noted needing chairs for upcoming Awards Ceremonies and Other Events

### **Upcoming**

- Budget 2018-2019: Jenny discussed new budget for 2018-2019 which will go for approval in May 2018 will be comprised of a different breakdown, i.e. hospitality, ceremonies, awards, etc.

There being no further business, the PTO Meeting was Adjourned on a motion from Dawn Baynon and seconded by Tom Frey at 7:50pm.

Next PTO meeting scheduled for Tuesday April 17, 2018

EAST MORICHES PTO

Attendance sheet: March 15, 2018

	Name		
1	Dawn Baynon		
2	Thomas Grey		
3	Anaola Polking		
4	Jessica Stevenson		
5	SUE Oldring		
6	Kerri Kleine		
7	Kelli Wilson		
8	Denise Schneyer		
9	Ed SCHNEIDER		
10	Gen Bielski		
11	Emily Eich		
12	Patricia Specht		
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