



GREEN CHARTER SIMPSONVILLE PTO

October PTO Leadership Meeting

Date: 10/30

Time: 6pm-7pm

1. Call to Order – Kristen Bell, PTO President

Meeting called to order at 6:10pm

- Confirmed quorum
 - Justin Varnes (Treasurer), Kristen Bell (President), Ali Webber (Secretary), Patricia (Director Sponsorship), Ana Mehta (Director Volunteers)

2. Approval of Minutes

- Reviewed and approved minutes from last month (previously distributed)
 - Justin motioned to approve, second from Patricia – unanimously approved

3. Treasurer's Report – Justin Varnes, Treasurer

- Month-to-date financial summary
 - September good for income, October a lot of money moving around due to several events
 - MS and elementary made approximately \$500
- Overview of Read-a-thon fund distribution and Fall Festival budget
 - \$1,500 for Music, Art, STEM, \$500 for PE (due to match program) and Library amount tbd
 - Music completed their request. Purchases made
 - Fall Festival – Budgeted \$2,000 cost with \$1,000 revenue for an estimated net cost of \$1,000
 - Silent Auction like a true online auction complete with QR codes
 - Discussion about minimum bid and bid increments
 - Once a bid is won, their card will be immediately charged
 - May need to rent tables
- Review of recent expenditures and reimbursements
 - Pink Candy Buffet for Breast Cancer Awareness sponsored in its entirety by BellMoore Construction

4. Blacktop Project Update – Ali Webber (on behalf of VP Megan Surrent)

- At minimum, Blacktop painting will include: 3 four square courts, 4 tic-tac-toe games, 2 hop scotch, 1 balance beam, and 1 cornhole style bean bag toss
- Coordination with administration for timeline and implementation
- Submitted a mockup to admin team for approval with the property managers. Coordinating with local company on paint and as soon as we receive approval from admin/property managers, we will begin the project..
- Admin has also requested two picnic tables to put in the middle of the carline area.

5. Fall Festival Update – Kristen Bell, PTO President

- Event overview and logistics update
 - High schoolers getting community service hours – they will also have a student council booth
 - 4 paid vendor tables, one nonprofit, one sponsor
 - 3 inflatables, middle school and younger kid zone – all within the fence
 - Some tables and chairs in the cafeteria inside
 - Bathrooms also open inside
 - Silent auction outside in the fenced area as well
 - ATA Karate – will check on demo?
 - Need table count – both needed and what individuals have
 - Sign-in volunteer table near the front gate – will have snacks and water
- Progress on silent auction, vendor participation, and class baskets
 - Need to move popsicles from the Teacher Lounge to the Cafeteria refrigerator

Volunteer Overview – Ana Mehta, Volunteer Coordinator

- Remaining volunteer needs and shift coverage
 - Feedback from parents – frustration at Boo Bash that they were signed up as chaperones but had to spend some time in the other location
 - Ana has approval to post the sign-up genius for FALL Festival volunteer sign up on Facebook and BAND
 - Encourage PTO board members to take the “floater” options
- Sign-up coordination and on-site roles

6. Thanksgiving Meal – Kristen Bell

- Event overview and purpose (Nov. 20) – Kristen
- Volunteer support and logistics – Ana Mehta
- 9am – tables arrive
- 9:30am is the earliest for set-up for inside the cafeteria
- Parent will sit and eat with all children at the YOUNGEST children's lunchtime (so please sign up for the volunteer time slot that is not at that time)
- If they're coming in for the Thanksgiving meal, they have to eat the one provided – no bringing in outside food
- Some clean-up – only a couple slots

7. Director Reports

- **Membership – Katie Stevenson**
 - Total at 207
- **Hospitality – Heather Morhardt**
 - Over 100 people at the MS dance, netted \$400 for Fall Ball
 - Boo bash over 150, next year add pizza (more food in general – as it's at dinner time), netted (\$850 – confirm?)
 - Reminder – ALL REIMBURSEMENTS NEED TO BE IN WITHIN 30 DAYS OF CHARGE
 - Fall Festival food trucks giving us a percentage back
 - No need for a coffee food truck for this event – love to have them in for a Teacher Appreciation event
- **Fundraising – Patricia Woolard**
 - Spirit event at Chipotle November 12th 4pm – 8pm – need to get a big group, there's a minimum amount that has to be raised to get our share – possibly mention at the Green Simpsonville Info meeting?
 - Going to keep fundraising from parents to a minimum until Boosterthon
 - TV
- **Communications – Caroline Mercer**
 - Deadline for next quarterly submissions – Ali to follow-up
- **Teacher Appreciation – Sara Swilling**
 - Brew went great, November will be thankful treats – possibly reach out to room parents to get some thank you notes from kids
- **Teacher Liaison – Amy Dotson**
 - Still trying to get Amy on Teams

8. Open Discussion / Questions

- Additional updates, ideas, or cross-team coordination

9. Adjournment

- Confirm next meeting date
 - December 15th for the general meeting, a parent has already agreed to make holiday cookies
 - Next leadership meeting will be in January 2026
 - Recommend committee meetings - notably for Holiday Shop

Meeting adjourned at 7:00pm