



TMHS ARC/PTO – MEETING MINUTES

Tomball Memorial High School
(Academic Recognition Club/Parent Teacher Organization)

February 10, 2023 1:00pm

Next meeting Friday, March 24, 2023 (NOTE 4th Friday)

Then April 21, May 19

Meeting opened at 1:01 PM and adjourned at 2:25pm

In attendance: Shannon Lewis, Lynn Couste, Tara Powell, Gloria Weber, Robin LaRue, Jill Haywood, Dawn Rodriguez and Anne Miller.

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

I. Secretary (Jill Haywood)

Minutes from annual board meeting January 13, 2023. Motion: Jill 2nd Lynn Couste All in Favor

Reports of Boards and Standing Committees

II. VP Membership (Robin LaRue) SAME

III. Treasurer (Stephanie Viator)

- a. Does PTO Today provide insurance & if so how much – looks like it wasn't paid but we are renewing
- b. IRS LETTER 11/7/22 8868 AUTO EXTENSION OF 6/31/22 FORM 990 APPROVED DUE 6/15/23
- c. Texas Comptroller 11/14/22 "Texas Notice of Forfeiture of Right to Transact Business" 2022 form not filed
- d. Texas Comptroller 10/14/22 "Notice of Invalid or Incomplete Accounting Period Information" 2022 Annual
- e. Texas Comptroller 11/15/22 refund Franchise Tax 1/1/2019 – 12/31/19 \$50 + \$1.96 = \$51.96
- f. Marketing 12/28/22 Domain: Network Website TMHS-PTO.com number DBH77133 \$289 12/moTerm
- g. Follow up on the status of Shannon's email regarding the email expiration.

IV. Hospitality (Anne Miller)

Investigating if a teacher lunch in March is affordable.

Lynn will check with Rudys to see if they will cook the meat we purchase as they have done before.

Anne will check with Carrie on the date: March 6th or March 8th

Gloria will send Anne the contact information for Americas ER who sponsored last year.

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

- 8/25 Marcos \$58.25
- 9/28 Kroger Reward \$127.90
- 9/22 Kroger Rewards \$123.24
- 9/28 Rock the Block \$1,180.05
- 10/11 Texas Roadhouse \$82
- 11/9 McDonalds \$0
- 12/8 Adelynes \$120
- 12/14 Kroger Rewards \$120.95
- 1/18 Great American Cookie \$122
- 2/22 The Annex Crafthouse \$

VI. Volunteer Coordinator (Tracy Fletcher)

VII. VP Concessions Income \$26,838.10 (not including product cost)

sport	gross profit	DATE	DAY	OPPONENT	9B	9A	JV	VARSIITY	Adult 1st shift	Adult 2nd shift
Volleyball	\$73.00	8/9	Tues	PASEDENA MEMORIAL	4:30	X	X	X	Dawn Rodriguez	
Volleyball	\$761.00	8/16	Tues	LAKE CREEK	X	4:30	4:30	5:30	Jill Haywood	
Volleyball	\$215.83	8/23	Tues	DULLES	X	4:30	4:30	5:30	Jill Haywood	
Volleyball	\$0.00	8/23	Tues	IOWA COLONY	5:30	X	X	X	Jill Haywood	
Volleyball	\$198.33	9/2	Fri	BRIDGELAND	5:30	4:30	4:30	5:30	Jill Haywood	Lisa Casey
Volleyball	\$806.00	9/13	Tues	KLEIN FOREST*	5:30	4:30	4:30	5:30	Anne Miller	
Volleyball	\$1244.83	9/20	Tues	TOMBALL*	5:30	4:30	4:30	5:30	Jill Haywood	
Volleyball	\$951.25	9/27	Tues	^KLEIN OAK*	5:30	4:30	4:30	5:30	Brandy Van Compernelle	Kristin Odell
Volleyball	\$701.50	10/4	Tues	KLEIN CAIN*	5:30	4:30	4:30	5:30	Steve Rosner	Tara Powell
Volleyball	\$699.25	10/11	Tues	KLEIN COLLINS*	5:30	4:30	4:30	5:30	Brandy van Compernelle	Heather Magee Helmer
Volleyball	\$1,070.50	10/18	Tues	# KLEIN*	5:30	4:30	4:30	5:30	Steve Rossner	Heather Magee Helmer
Volleyball	\$1,298.55	10/25	Tues	% WALLER*	5:30	4:30	4:30	5:30	Tracy Fletcher	Tara's friend?
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	Boys BB vs. 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 Compernelle...	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 Chaddock	Jill Haywood
Boy BB	\$490.37	###	Fri	Bridgeland		9:00	10:30	12:00	Sabrina England	Kristin Odell

Girl BB	#####	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		2/10	Fri	*Klein Cain	4:00	4:00	5:30	7:00	Amy Oliver	Kim Kneen

VIII. Communications (Shannon Lewis)

- a. Amazon Smile added to webpage and posted on PTO social medias- This program is being discontinued on Feb.22
- b. Marketing 12/28/22 Domain: Network Website TMHS-PTO.com number DBH77133 \$289 12/moTerm

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

- a. Friday, February 3rd. The lunch went well. Very organized. New catering manager, Kevin. He was great to work with and had a great system when we got there.
- b. A big challenge getting the count right.
- c. ChicFila delivery volunteers and server volunteers

X. Principal Points (Dr. Bailey)

XI. Other Business

We discussed positions for next year.
 Returning board members confirmed:
 Membership – Robin LaRue
 Secretary- Jill Haywood
 Treasurer- Stephanie Viator
 Hospitality- Anne Miller

Open Positions:

President:
 Spirit Nights:
 Volunteer Coordinator

Still Thinking:

Reward Lunch
 Website/Social Media
 Concession Stand

xii. Old Business