

# PSO Board Meeting

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4 March 2026 / 7:30 PM / Online

## ATTENDEES

Asheley Ginzberg, Kate Wallis, Jamie Lamb, Natalie O'Donnell, Tracy Eckard, Virginia Fisher, Melody Zaragoza

## CALLED TO ORDER

Ashley Ginzberg, 7:36 PM

## AGENDA

1. Owl Fest
2. Upper and Lower School spending
3. Chili Luncheon
4. Fundraising updates

### Last Meeting Follow-up

1. Benches and Trashcans arrived today (3/4/26)
2. Lower School ice-maker needs repair
  - a. Service call \$150

Motion to approve \$150 service call for the Lower School ice-maker: Kate + second

**VOTE:** motion passes

- b. approve repair charges/labor at a later date or via Polly

### New Business

1. Owl Fest Updates
  - a. Inflatable race: 4 regular-sized inflatables, 1 small inflatable all secured
    - i. 3 heats of 5 runners; 1 Final Championship race

- b. SUG
  - i. Kate to send STUCO/NHS/NJHS, Ashley to send to room parents and membership
- c. Plinko - need (to find) discs
- d. Chick-Fil-A
  - i. Virginia - ordering 3/24
  - ii. Natalie - organization of distribution
- e. Silent Auction
  - i. Holloway requested QR codes that link to SA at each booth
- f. Cotton Candy & SnoCone Machines
  - i. Machines and supplies are in PSO shed and have been paid in full
  - ii. pre-package cotton candy before event (students?)
- g. Petting Zoo

Motion to approve spending \$715 for the Petting Zoo: Ashley + second

**VOTE:** motion passes

- h. Face Painting

Motion to approve spending \$650 for Face Painters: Jamie + second

**VOTE:** motion passes

- i. Signs

- i. Virginia - need new signs with new sponsors
- ii. banner - vinyl vs paper - Kate to ask Amy, 3 big colorful paper banners from Aubrey Cristina
- iii. Take-home Flyers on colored paper (event flyer), send out digital flyer w/ CFA QR code

Motion to approve spending \$300 on new/additional signage Owl Fest: Jamie + second

**VOTE:** motion passes

- j. Ice Cream Truck

- k. Cake Walk

- i. Jamie has SUG for donations

Motion to approve spending \$4225 for Owl Fest AND Field Day inflatables: Ashley + Second

Owl Fest - carnival slide + 7 games \$1565

Lower School Field Day - \$850

Upper School Field Day - \$1810

**VOTE:** motion passes

2. Chili Cook-off SUG (Tracy, Natalie)

a. Crockpot, labeled, lined

b. No contest!

3. Spirit Nights

a. Chick-Fil-A April 20

b. Panda Express April 7

c. Buttermilk Sky Around Mother's day?

## NOTES

- Mrs. Baker made requests that we haven't fulfilled - need to confirm these items have been approved by Mrs. Nied.
- Mrs. Nied requested a large purchase for carline items: 25 orange cones, 36 blue delineators, 6 bases, 1 traffic cone cart for \$1214
  - A vote for approval on these items will be held after Owl Fest.
- Destiny Quest - book nook software
- Mr. West had a request - send Google form

## MEETING ADJOURNED

Motioned: Melody Zaragoza + second, 8:49 PM

**VOTE:** motion passes

## ACTION ITEMS

### Ashley

- Send SUG to Room Parents

### Kate

- Send SUG to STUCO/NHS/NJHS
- Send Google Form to Mr. West so he can make a formal request

### Jamie

- Send cake walk SUG to Natalie
- Pay for Destiny Quest subscription and inform Nied when completed

### Natalie

- Organize CFA sales and distributions
- Create Silent Auction QR codes to be posted at each carnival booth
- Chili Cook-off SUG to admin for distribution

### Melody

- Secure Ice Cream Truck for Owl Fest

### Virginia

- Order CFA 3/24
- Signage and Banner

### Tracy

- Schedule Petting Zoo
- Chili Cook-off SUG to Natalie

### All

## ADDENDUM