

CMS PTSO Board Meeting Minutes

January 21, 2025

Time: 5:20 p.m.

Location: CMS Library

1. Call to order, 5:25 p.m.

2. Kelsey motioned to approve [December board minutes](#), Cidney seconded, passed

3. President's updates

- Meeting schedule
 - February (board, 2/11, 6 p.m., Desiree's house) (rescheduled post-meeting to 2/12, 5:45 p.m.)
 - March (board/general, 3/11 tentative, 3/18 as a backup, 5:20 p.m. board, 6 p.m. general); Kelsey to check with Gabe
 - April (board), May (board/general), June (board) meeting – need to schedule
- TAG info night on 1/14, Kelsey attended, there were a couple of questions from parents about after school activities and carpooling; Kelsey to look at setting up a carpool Google form
- Pilot Butte has not reached back out about support setting up their PTSO
- Will make sure she sent sticker designs to Trixie
- Sent letter to families re: foods, believe Mr. Faurot has what he needs
- McMenamins, continue to follow up on friends and family night

4. Vice president's update

- Holiday coffee cart was very successful, will put in board handbook to split staff appreciation budget between holiday and staff appreciation week
- Raffle is done, will send total raised
- Will reconnect with Rachel on Kendall Cares grant
- Have heard nothing from Bigfoot Bev on grant request
- Sent two grant requests

5. Treasurer's update

- Tax donation letters went out
- Nothing coming in from PayPal

6. Secretary's update

- Annual report – please send photos (new grants, dance, concessions)

7. Fundraising update

- Mountain Burger on 1/29
- Cuppa Yo in April

8. Merch/web update

- 104 followers on social
- Winner has not gotten in touch with Trixie so she has not given the prize yet
- Will work on annual report infographic with Rachel
- Will look back in email for sticker designs; will get printing estimates for 3 different designs, look at price breaks, don't need a lot (100?)
- Looking at donor levels for website listing, making slides for socials
- Swag store can open whenever; open for 5th grade parents to order for "graduation" gifts, send email to elementary schools letting them know about orders, need contact info for parents to follow up on pick up, open after spring break and set deadline of May 1 for orders, communicate deadline to order and how long it takes; also discuss ordering merch to sell at CLIMB Day

9. Volunteer coordinator update

- Cidney attended PTSO collab meeting, all elementary schools except one other middle school, provided a summary of the meeting; Cidney to [share notes as an addendum to our meeting minutes](#)
- Will have another meeting in March – Desiree volunteered to attend
- Several schools interested in WEB leaders volunteering at PTSO meetings
- Will be selling concessions at track and field after spring break
- Will also need volunteers for staff appreciation week and 8th grade celebrations

10. Old Business

- 2025-2026 officer/chair recruitment – All board positions are open, Rachel to draft overview of opportunities, send emails to Elk Meadow and Pine Ridge and Juniper and High Lakes and Miller and to CMS
- Member survey – tabled
- Board member manual development – tabled
- Fundraising policy development – tabled

11. New Business

- Discussion about hosting a book fair, consider a book fair committee to plan

12. Upcoming Meetings

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13. Adjourned 5:58 p.m.