

CMS PTSO Board Meeting Minutes

May 14, 2025

Time: 5:20 p.m.

Location: CMS Library

1. Call to order, 5:19 p.m.

2. Approval of [April board meeting minutes](#), Desiree motioned to approve, Kelsey seconded, unanimously approved

3. President's updates

- Dance went well
- Carpool interest form in progress
- Afterschool activities resource list in progress

4. Vice president's update

- Discussed admin grant request for school supplies for next year, using remaining 2024-2025 admin grant funds, Kelsey motioned to approved, Val seconded, motion passed
- Discussion about keeping grant-funded Makey Makey STEM Pack – Classroom Invention Literacy Kit even though requesting teacher won't be at CMS next year; Kelsey to see if other teachers will use them, if so, we will keep them; if not, we will look into returning
- 2025-2026 board election – we have multiple interested individuals, want to use them all, discussed how to fill positions keeping institutional knowledge while leveraging all the parent interest and filling needs. Decided to add a grants and corporate sponsorship chair to support fundraising chair and add a parent liaison/family engagement chair; also separating web/merch to be separate chairs

5. Treasurer's update

- [Budget through 5/12/25](#)
- [Financials through 5/12/25](#)

6. Secretary's update

- Discussed proposed bylaw updates re:
 - Election rules
 - Voting members
 - Voting turnaround times
 - Rachel to send out proposed amendments for review, we will send out via email to general membership
- Annual report content gathered; Trixie to design as time allows

- Board member manuals – Rachel to create one for secretary position that can be used as a template for others

7. Fundraising update

- McMenamins on 5/27
 - Discussed dine-out promotion in future; do we want to do posters, table tents, flyers (for car hand out after school), community calendars submissions for all dine-outs in future?
- Will discuss where to direct dine-out dollars during budget planning with new board

8. Merch/web update

- Working on McMenamins promo materials
- Have extra SAW supplies to put in closet, got refund for bad lanyards
- Working on 8th grade materials next: certificates and programs

9. Volunteer coordinator update

- No report

10. Old Business

- None

11. New Business

- None

12. Upcoming Meetings

- June (board) meeting, 6/4, 6 p.m., Desiree's home, will invite new board members

13. Adjourn 5:54 p.m.