

CMS PTSO Board Meeting Minutes

June 4, 2025

Time: 6 p.m.

Location: Desiree Kelley's home

1. Call to order, 6:15 p.m.

2. [May board meeting minutes](#) and [May general meeting minutes](#), motioned to approve, seconded, unanimously approved

3. President's updates

- Introductions/new board member welcome: Desiree Kelley – outgoing VP/incoming president, Kelsey Boyd – outgoing president/incoming VP, Valerie Ells – current fundraising chair, Trixie Hoda – current web chair/outgoing merch chair, Breanne Warkenton – incoming treasurer, Natalie Yoakum – incoming grants and sponsorship coordinator, Cidney Bowman – outgoing volunteer, Angela Spaid – incoming volunteer, Rachel Grenier – outgoing secretary, Tari Power – outgoing treasurer, Jessica Watson – incoming merch
- Board training/transition – tonight is a quick meeting, the outgoing and incoming officers/chairs will meet separately
- 8th grade promotion and celebration – awards are being printed, sent shopping list to shopping volunteers, will be sending out request for additional volunteers, program is done, can use Mr. Faurot's kitchen to prep and store, can also use fridge in cafeteria, got a photo booth for a discounted price, we will be ordering pizza, may be slightly over budget due to photo booth and food prices, teachers are in charge of getting banner signed, will have chalk board and rock painted, students will help with balloon arch
- Makey Makey STEM Pack – decided to keep rather than return, lots of things teachers can do things with it, will put together some ideas for teachers to use next year
- [Carpool interest form](#) – working on list to connect families interested in carpooling
- Afterschool activities resource – Kelsey is going to do some research on affordable afterschool activities (potentially with pickup from CMS), also open to recommendations from others about things to add, compile list to share with families

4. Vice president's update

- State testing wrapped up last week, PTSO bought and handed out otter pops during lunch last week
- Scoreboard decal and painting – tabled until August

- CLIMB Day is August 28, 2 – 6 p.m. Back to school event, will need lots of volunteers before and during the event, over 400 people came last year, this is expected to replace back to school night in September, will have food trucks on site, Val mentioned that many food trucks will do give-backs to the school, all grades will receive color-specific t-shirts, t-shirts paid for by PTSO and Monica's budget, save the date postcards will go out in early August

5. Treasurer's update

- [Budget](#) – still have budget for grants, have about \$14k left in this year's budget after \$10k rollover for reserve, outstanding budget items are 8th grade celebration/promotion
- [Financials](#)
- [Grants awarded YTD](#) – clarification on amount of FAN yearbook grant request (\$625)
- New auditor – current auditor will not be available to continue after July 1, we need a monthly audit of the books for insurance, we send financials, budget, minutes, statements and audit checklist from each month, will need a new auditor
- Bank signers – Rachel will need to come off as a signer, will need to add Mary/secretary to the account
- [2025-2026 draft budget](#), Tari and Breanne to meet to review; budget will be discussed in detail at summer meeting

6. Secretary's update

- [Bylaw update](#), proposed updates include voting members, voting procedures, election rules, and reorganization for clarity. Will need to be voted on by the general membership either via email or at the first general meeting of the school year
- Board member manuals, Rachel will share what she puts together for the secretary position so others can use as a template if desired

7. Fundraising update

- Dine-outs
 - McMenamins dine-out was hugely successful, application opens in the fall, will try to do again, we have a contact now
 - Pastini is another good option, they give 40%
 - Papa Murphy's
 - If people have other ideas, please share
 - Will start planning soon

- Rachel set up accounts and shared logins so we can make event submissions to help promote future fundraising events
- Start banner sales in August
- Take banners down before CLIMB Day and start promoting
- In July, start working on communications for giving campaign

8. Merch/web update

- Annual report – draft circulating, can use as a fundraising tool and for grant submissions, share with new principal, have at tables, turn into a poster, send out via email, post on website, share on social
- Updating website
- Working on programs, need quantities, will work with printer on deadline/timing, Trixie will send last year's Spanish version
- Merch backlog – will look at what we have and post

9. Volunteer coordinator update

- 8th grade promotion/celebration
- Yearbook release party – McKenna Johnson is heading up, Sign Up Genius went out, need volunteers for this, activities are based on Sources of Strength
- On Point grant has a good STEM grant, Melody Craig (science teacher) is interested in getting the Lego robotics club going again, this could be a good way to get funding for that, Cidney, Natalie, Melody and Kelsey will meet this summer to discuss

10. Old Business

- None

11. New Business

- Discussed using misc budget to purchase thank you gifts for Craig and Jimmy, who are both retiring; board agreed on \$100 each
- Also discussed doing something for the staff at the end of the year; purchase \$250 gift card for the last day of school celebration; Kelsey to let us know where the celebration is being held (Good Life)

12. Upcoming Meetings

- 2025-2026 board members to meet 6/30, 5 p.m., location TBD to discuss budget
- Will need to get new email addresses for Natalie and Cidney's positions
- Will need to get new board members signed up for GroupMe

13. Adjourn, 7:08 p.m.