

## **CMS PTSO Board Meeting Minutes**

**December 10, 2024**

Time: 7 p.m.

Location: Zoom

1. Call to order 7:07 p.m.

2. Motion to approve [November 2024 board meeting minutes](#) and [November 2024 general meeting minutes](#), seconded, passed. Trixie to add to website.

3. President's updates

- Got Jimmy a gift card to Fred Meyer, was delivered with teacher contributions.
- Pilot Butte PTSO touched base at beginning of Thanksgiving break, everyone has been busy, will be reaching out again.
- Working through scanning old board notes.
- Sticker design printing, will send to Trixie.
- Foods grant, outreach to local businesses netted 2 \$25 gift cards from US Chef, \$100 from Bosa. Plan to get a letter out to families asking for items Mr. Farout requested. Discussed awarding partial grant at this time and advising him he can reapply in spring if needed. Kelsey moved to grant \$500 to Mr. Faurot, Val seconded, passed.
- Mr. Collins asked for football scoreboard funds by end of month. Tari to cut a check to the school for \$4,814.
- A couple other teachers asked about grants, including Mr. G (amps), Mr. Trendler and Miss Carol (art). No requested submitted yet.
- Holiday gift for teachers/staff, Desiree to see if Pacific Perks coffee cart is available. It was \$413 for staff appreciation last year, we can take out of staff appreciation or miscellaneous budget. Desiree moved to approve up to \$450 for coffee cart for teachers before holiday break. Tari seconded. Motion passed.

4. Vice president's update

- Kendall Cares, Desiree and Rachel to work together on a funding proposal for the indoor scoreboard. Cidney also suggested looking at OnPoint grants (awarded twice a year).
- Dick's Sporting Goods grant, requires demographic info that we don't have available.
- Submitted another sponsorship request to BigFoot Beverages for scoreboard.
- Les Schwab community fundraiser is still very new, they are aware of us and someone is supposed to reach out.
- Scoreboard raffle, low sales at games, also selling at the store. Can buy online now, will need to write names on raffle tickets before drawing. Desiree to write something promoting the online sale/last chance for the principal's email. Would be good to loop students in and have them help sell at games or in the community. Kelsey to share with PTSO groups.

#### 5. Treasurer's update

- Financials sent to board via email prior to meeting.

#### 6. Secretary's update

- Bylaw discussion: Add the following to the end of the "Treasurer" bullet in Section 7: "To maintain appropriate segregation of duties, the Treasurer shall not be a signer on the CMS PTSO bank account." Rachel to draft proposed amendment along with January meeting announcement.
- Annual report – tabled.

#### 7. Fundraising update

- Dine outs, Mt Burger sent marketing materials, would like to start promoting after holidays.
- Cuppa Yo, April 10.
- Going to reach out to Papa Murphy's.
- Not planning to do a dine out every month this year, but if they do well, can look at doing monthly next year.
- Nothing back from McMenamins; Kelsey to follow up .
- Discussed trying to create community for parents, like the Bend Brewing Company fundraiser that Highland is doing. Maybe an end of year event introducing 6<sup>th</sup> grade parents to middle school community. Also mentioned book club, climbing gym, carpool connection.

#### 8. Merch/web update

- Social giveaway, up to 100+ followers. Notified winners, haven't heard back.
- Posted flyer for raffle.
- Putting up logos on supporters page.
- Recognition of donors who gave \$1,000.
- Have photos of chess boards and calculators.
- Someone reached out about sweatshirt, sold from our backstock.
- Will send printing cost options for stickers.

#### 9. Volunteer coordinator update

- Kelsey and Cidney to connect

#### 10. Old Business

- Committees - tabled

- Member survey - tabled
- Board member manual development - tabled
- Fundraising policy development – tabled

#### 11. New Business

- None

#### 12. Upcoming Meetings

- January general: Tuesday, 1/21, 5:20 p.m. board, 6 p.m. general, library
- February – June: TBD, put at top of January board agenda

#### 13. Adjourned 7:59 p.m.