

CMS PTSO Board Meeting Agenda

November 13, 2025

Time: 5:15 p.m.

Location: CMS Library

1. Call to order **5:18pm**

2. Approval of October board meeting minutes

3. President's updates

- Book Fair- first week of December. Volunteer training. 8th grade helpers for wrapping station. Will spend \$50 at costco on wrapping paper. Grant to make experience equitable. Funds will come from the \$600 budgeted as income from the bookfair to give back to students to use at the bookfair. Motioned and Seconded.
- Hot Cocoa Day- Dec 12th- Hot cocoa stand for students. Incentive for 5 CLIMB cards.
- Vision & Planning

4. Vice president's update

- Gift Card Drive- possibly extend. Not urgent need at the moment. Will see where we are at the end of the week. Possibly piggyback on WEB food drive. Desire will contact Giving Plate to see what is helpful.
- Dance Recap- Fun. will give full report during full meeting.
- Online payment options (for raffle, donations, etc)- Did anyone do this? Did former treasurer make notes? Is there an option?
- Staff feedback- Google form created
- Staff requests- 2 grant requests. Help sourcing items.
 - \$75 for card games in the classroom.
- December coffee cart date choices?

5. Treasurer's update \$24,273 raised. \$13,500 general. Rest in banner sales. Small expenses.

Statement of Financial Position

Budget vs Actual

6. Secretary's update- nothing

7. Fundraising update - Raffle in general. Results not back from Pastini. Mountain Burger coming quickly (Dec 14th). Consider spacing out more next year.

8. Merchandise Chair update- store not open before new year. Considering adding merch table to concessions.

9. Web Chair Report

10. Volunteer coordinator update

- Dance
- Book fair
- Thank you notes

11. Grants & Corporate Sponsorships update- who to coordinate with on STEM grants

12. Parent Liaison Update

13. Old Business

14. New Business

12. Upcoming Meetings

- December board: Desires house on the 11th? 6pm
- January general: ?

13. Adjourn 6pm