



**BES PTO**  
**Executive Board Meeting**  
**8/20/19 8:30 am**

1. Agenda set for August 21<sup>st</sup> meeting.
  - a. See [braelinnpto.com](http://braelinnpto.com) for agenda
2. Agenda set for Committee Chair meeting for August 20<sup>th</sup> meeting
3. Use of recorder at PTO general meetings will only be used for note taking purposes
4. Bylaw vote
  - a. Will need to suspend 2015 bylaws in order to vote in new bylaws
5. Budget
  - a. See [braelinnpto.com](http://braelinnpto.com) for budget and explanation
6. Corporate Sponsors – continue to follow up
7. Giving Market/Santa Shoppe – allow committee chair to make this decision
8. Square & Remind app
  - a. Cameron set up a Square account to be able to use credit cards for events, Direct Drive, etc.
  - b. Cameron set up a PTO Remind app account as an additional communication tool
9. Standing Rules to be read at general PTO meeting
  - a. See [braelinnpto.com](http://braelinnpto.com) for 2019 Standing Rules
  - b. Public comment sign-in sheet will be used for general PTO meetings per 2019 Standing Rules
10. Adaptive Playground
  - a. Teacher Wish List has ~ \$3,000 worth of items such as a shade structure and tricycles/riding toys
  - b. These items will come out of the donation fund for the adaptive playground
11. PTO insurance is due in September

