



Madison Heights PTO

Executive Board Meeting Minutes

July 9, 2025

Meeting called to order by Tristan Gandolfi at 6:03 p.m.

The following members were present:

Executive Board members: Tristan Gandolfi (President), Myna Wintz (Vice President), Kristi Beaver (Secretary), Tina Jiwatram-Negrón (Co-Treasurer), Clare Todd (Co-Treasurer).

Admin: discussion of special recognitions, admin meeting upcoming.

Parent University/Community Meeting: discussions of themes for community meetings.

Dress down days: discussion of days; voted should not have theme.

Finance: Upcoming meeting with accountant. Discussion of changing the way we categorize expenses to make it easier to search for future.

Management: Myna: oversees fundraising. Tina: community events Kristi: communications Claire: staff appreciation; looking to build a culture committee.

For fundraising, get to Ashley 30-90 days in advance. Need to know about volunteer events 30-90 days ahead of time.

Budget: each committee should turn in budget by August 1, executive committee passes budget on August 5.

Eagles Nest: Spirit shirt flyers will be delivered to Fourth grade classrooms for first week of school. Discussion of purchasing other things for events and sales.

Discussion of events and fun run options.

Tina talks about fund requests and updates to website. Will look into Costco business account.

Meeting adjourned at 7:39 p.m.