

Memorial PTO General Meeting Minutes

Date: 11/08/2022	Location: Rushford & Sons, Upton
Called by: Stephanie Freeman	Time: 6:45 PM

Attendance:

Melissa Morse, Kristen Sanville, Stephanie Freeman, Jessica Tilley, Erin Valcourt, Victoria Wilkinson, Crystal Maloney, Jasmine Duffy, Aimee Osterhus, Kevin Vaillancourt, Erin Padula, Hong Ho, Colleen Cormier, Dyanna Cowie, Ashley O'Connor,

Call to Order

Approve Minutes (Recording Secretary) : 10/12/2022

Opening Reports

President, *Stephanie Freeman*

- Square 1 Arts orders are due on Nov. 10. Sales are much lower than last year, but we've received a lot of feedback about high shipping costs

Guest, *Alisa Bernat, President of Friends of Upton Town Library*

- The friends are a fundraising branch of the library. They support library programming and fund the Museum Passes.
- Museum passes: The friends keep track of which ones are being used regularly and encourage families to make use of them. They are also open to suggestions for new passes to include going forward.
- We can put out information on our social media to encourage families to use the museum passes over upcoming school breaks and half days.
- The spring book sale fundraiser will be May 13. They will seek book donations ahead of this sale.

Treasurer, *Kristen Sanville*

- Account overview
 - Our current balance is about \$6,000 after expected expenses are paid. This does not include income from Raise Craze.
 - The accountant has completed the taxes. Kristen will review them and submit.

Principal, *Wendy Bell*

- Not present.

Agenda

Old Business - Unfinished

- Fundraising (Ashley)
 - a. Raise Craze
 - i. \$7782 brought in so far! We can expect to receive about 90% of this amount, 10% goes towards operational costs from Raise Craze.

- ii. Ashley has been adding updates to the kindness tree every day with 116 acts of kindness completed so far. It looks great and has kept kids excited as they see it in the hallway.
 - iii. Raise Craze has been sending funds every 3 days, and Kristen has received those deposits.
 - iv. We've added Raise Craze bingo for the second week to reinvigorate the program.
 - v. Ashley already has ideas to make it bigger and better next year.
 - vi. The social media posts and emails from school are working. We consistently get an uptick in registrations and donations right after a post or email.
- b. Reminder: Uno's in Westborough on Dec. 1. You must show the flyer on paper or on the phone for the PTO to receive credit.
- c. RaiseRight gift card fundraiser 11/28-12/8. Ashley and Melissa are working on it.
- d. Ashley has communicated with the Providence Bruins. They can offer us a section on March 19 at 3pm. The tickets start at \$20, with a donation of \$5-10 per ticket to the PTO. March 19 is a good date because they are also hosting a teddy bear drive. The kids can bring a teddy bear to throw down to the ice at the end of the game, and they will be donated to a children's hospital.
- Cultural Arts (Erin)
 - a. Vote on program expenses
 - i. Planetarium week of April 10, MWTh that week. Wendy is working on the schedule for grades 2-4. The cost is \$980. Members vote to approve.
 - ii. Pumpernickel Puppets tentatively booked for April 11. The cost for 2 shows would be \$415. Members vote to approve.

New Business - Ideas, motions, announcements

- Santa event (Dec. 16)
 - Vicky will serve as committee chair, with help from Ashley and Jasmine.
 - The event will be very similar to last year.
 - The library is already reserved for the event.
- Teacher classroom gift requests (Jasmine)
 - We will send faculty and staff a Google Form to list items that they would like. The submissions will be turned into a SignUp Genius. Families can send items to school with their child, drop off in the office, or bring them to our Santa event to place under our Christmas tree for the PTO to distribute.
 - We will also ask for \$5 gift cards in hopes of receiving at least one for every staff member.
- Cookie Craze staff appreciation event (Dec. 20?)
 - Jess will lead this event and start by sending out a SignUp Genius.
 - We still need some community members to help set up and clean up the event.
- Teacher requests (Stephanie)
 - PTO approved 10 copies of the new Wimpy Kid book for Mrs. Gale. The kids have really enjoyed having them.
 - Mrs. Arthaud (special educator) is requesting 3 visual timers for a cost of \$57 and a bean bag chair for \$54, \$111 total. Members vote to approve.
 - Ms. Ward (special ed) \$12.50 for Core Math instructional materials. Members vote to approve.
 - Mrs. Brogioli is asking for \$136.98 for 2 dry erase easels for small group instruction. Members vote to approve.

- Ms. DelDotto is asking for a large Bluetooth speaker for \$180 to help the sound carry throughout the gym. Members vote to approve.
- Open to the members or guests to share an idea or make a motion
 - Crystal has closed out the fall book fair and requested 20% of the proceeds in Scholastic Dollars, which amounts to about \$1200. The remaining balance will be taken in cash.

Announcements

1. Remember to check for updates on our Facebook page (Memorial Elementary School PTO), Twitter (@PtoUpton), and website (www.memorialpto.org).
2. Sign up to receive our newsletter and announcements by sending us an email: MemorialPTOUpton@gmail.com
3. Next meeting will be December 7 at 6:30pm. Stay in touch via email for details and agenda.

Adjournment