

Memorial PTO General Meeting Minutes

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| Date: 12/08/2021 | Location: Memorial Elementary Library |
| Called by: Stephanie Freeman | Time: 6:33 PM |

Attendance:

Melissa Morse, Kristen Sanville, Stephanie Freeman, Jessica Tilley, Kristy Bradley, Crystal Maloney, Vanessa Urban, Dave Archie, Renee Archie, Jasmine Duffy, Corissa Vento, Melissa LaMotte

Call to Order

Approve Minutes (Recording Secretary) : 11/10/2021

Opening Reports

President, *Stephanie Freeman*

- Thanks for all the effort everyone has put in this school year!
- Welcome and introductions

Treasurer, *Kristen Sanville*

- Our current balance is \$35,392.78.
- We are in better shape than last meeting due to some recent fundraising efforts.
- We have \$6233 in Scholastic Dollars.

Principal, *Wendy Bell*

- Not present

Agenda

Old Business - Unfinished

1. Square 1 Art (Stephanie)
 - a. We earned \$3,171.79.
 - b. Stephanie will need volunteers to help organize the orders when they come in (should be around December 16).
 - c. Breakable orders will have to be picked up, others can be sent home via backpacks.
 - d. Distribution will be December 20 from 5-6pm.
2. Outdoor classroom update (Melissa)
 - a. Kristen sent a deposit check to Chris, and he provided a paid receipt.
 - b. Construction will start as soon as the ground is thawed enough in the spring.
3. Storytime with Santa (Vicky/Hong)
 - a. Storytime will be in the library on Friday, December 10, from 5-8pm. Setup will begin at 4:30.
 - b. Families have signed up for 20 minute time slots. No walk-ins allowed.
 - c. Storytime will be followed by a short meet and greet, but an elf will be on hand to keep things moving along.

- d. Teachers have submitted tags for requests for their classrooms. They will hang on trees for parents to take and purchase items. Vicky will consider how to get untaken tags sponsored to get the teachers what they are asking for.
4. Cookie Craze staff appreciation (Jess)
 - a. Friday, December 10, in room 114 after dismissal.
 - b. Sign up is filling up. We should be fine, especially considering the teachers are having their own pot luck lunch that day.
 - c. The PTO will also offer goodies for teachers to select to refill their classroom treasure chests.

New Business - Ideas, motions, announcements

1. Scrip gift card fundraiser (Melissa)
 - a. When parents purchase gift cards through our Scrip account, we earn a small rebate on each one. Order forms went out just before Thanksgiving and were due December 3.
 - b. We earned just over \$500 so far.
 - c. Melissa is placing one last order tomorrow by 2pm for a couple late orders and can accept some last minute additions if anyone is interested. Cards will arrive by next Tuesday/Wednesday (Dec. 14/15).
 - d. Melissa L. suggested opening it up again in the spring, specifically to encourage people to buy Dick's gift cards for sports. Dick's often offers 20% to the school sports organizations, and it would be great to link the two.
 - e. Melissa will think about how to open it up to the community to start using the app and online ordering going forward, and she is seeking someone to take over being Scrip chair going forward.
2. Chevy Back to School (Stephanie)
 - a. Imperial Chevy chose us to give a \$1000 grant to support our organization.
 - b. We will take a picture to send back to show our gratitude and enter to win a gift card.
3. Memorial holiday food drive (Stephanie)
 - a. We received \$100 from Giving Tuesday.
 - b. Kathy Guertin is organizing a holiday food drive to support 12 Memorial School families. She still needs 10 boxes of hot cocoa and 11 boxes of candy canes.
 - c. Members vote to approve the purchase. Stephanie will ask Kathy to make the purchase and submit her receipt.
4. Teacher requests (Stephanie)
 - a. Debbie Coyle: \$200 for books in Portuguese to support students in her program. Members voted to approve.
 - b. Molly Smith: \$35.37 for 3 sets of lowercase alphabet stamps. Members voted to approve.
5. June meeting date change (Stephanie)
 - a. Our June 8th meeting conflicts with the spring 4th grade chorus concert.
 - b. Members voted to move the meeting to June 9.
6. Volunteer appreciation event (Hong)
 - a. Tabled
7. Open to the members or guests to share an idea or make a motion
 - a. Cultural arts update: still waiting to hear from Upton Cultural Council regarding the grant to cover our presentation by Sheryl Faye. Erin is planning a free virtual visit from a meteorologist for the spring.

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 January 12 at 6:30pm in the Memorial Library, stay in touch via email for details.

Adjournment