

# Meeting Minutes

## March 7, 2022

The meeting was called to order at 7:32 pm.

**In Attendance: Board Members: Karolina Markle, Kerry Syed, Tara Rondeau  
Stacey Plunkett and Cindy MacKenzie**

- **Welcome and Introductions**

No New Members

- **Approval of Agenda**

The Agenda was reviewed. A motion was made and seconded and a vote was taken and unanimously approved with no objection.

- **Approval of Minutes**

The Minutes were reviewed from February 7, 2022. A motion was made to amend a typo. A motion was made to accept the minutes with the spelling correction and seconded and a vote was taken and unanimously approved.

- **Financial Report:**

As of March 1, 2022, the balance in the account is \$ 5,263.08. A motion was made to approve the financial report and seconded and a vote was taken and unanimously approved with no objection.

- **Amazon Smile:**

We were notified that there are funds available through the site for the PTO. Tara will reach out to see if they will send the funds to the school. Stacy will mention the program on our website and Kerry will post the Amazon smile information on our social media platforms.

- **Brown Rice Fundraiser:**

The fundraiser was a success and the day/night raced just over \$400 and the owners of the restaurant are rounding it up to \$500. Cindy will pick up the check and deliver to Tara.

- **Website Upgrades:**  
Stacy has been spending a lot of time updating our PTO website and has created a new landing page that features the Top 6 most relevant topics. She has also updated the tabs and entry point.
  
- **Middle School Field Day:**  
We discussed the need for a chairperson/co-chairpersons and volunteers to run this event. The budget has about \$2,492 dollars earmarked for Field Day expenses. Stacy was going to reach out to the middle school parents and ask for volunteers.
  
- **Senior Scholarships:**  
We have not received any applications yet. All are due by April 25, 2022.
  
- **PTO Positions that Remain Open:**  
The Vice President position is open. The Event Coordinator position is open. The Fundraiser Chair position remains open. The School Store Coordinator positions remains open. Any interested parties are invited to attend our next meeting or submit their name for consideration.
  
- **Online Store:**  
It was discovered that a rebate check from the previous vendor is being mailed to Tahanto. Cindy will ask her daughter to look in the mailboxes for the check and deliver to Tara.
  
- **6<sup>th</sup> Grade Welcome Event in June:**  
The PTO received a request to provide the pizza and the school swag to the students. Swag to include notepads, folders and pencils. We were also asked where we purchase our tshirts from. More details to be discussed at our next meeting.
  
- **Request for Funds:**  
No new requests for funds.
  
- **New Business:**  
No new business this month.
  
- **Next Meeting**  
April 4, 2022 at 7:30 pm via zoom.  
A motion was made to adjourn the meeting and seconded.

Meeting Adjourned at 8:19 pm.