

Our Lady of Grace PTO Board Meeting
November 28, 2016
Minutes

The meeting began at 6:39 pm with an Opening Prayer led by Mandy Kirk.

Roll Call: Jill Keller, Tara Beuerlein, Deb Cole, Kristie Ryan, Katie Grueter, Mandy Kirk, Carol Jordan and Steffenie Brueneman.

The following members were not present: Marybeth Brunzman, Melissa Schneider, Jenny Felix, Jenny Mardis, Amber Renzenbrink and Stormy Flynn

Parent Volunteer Present – Tina Schlecker

Correspondence: Thank you's from Little Flower for the Chicken Dinner Donation

Acceptance of Minutes: Motion made to accept the October minutes made by Katie Grueter, seconded by Tara Beuerlein.

Treasurers Report

- Deb Cole reported current bank balance of \$54,447.07.
- Two outstanding checks for reimbursement (\$558.52 for Walk-A-Thon prizes and \$25.25 for teacher appreciation).
- Deb Cole is working with the bank to waive the \$95 charge for exceeding the number of transactions due to the Walk-A-Thon, but not having much luck. She will follow up with them again.
- Total of \$440 for returned checks from Walk-A-Thon – this is double the amount from last year. Deb Cole has sent letters to people but so far, she has not had any response back. This charge will be moved to Walk-A-Thon line item instead of Bank Fees on the PTO Budget.
- Next year, we will turn off the option on the website which allows people to send a check later. The site will only allow electronic check or credit card for pledging, to avoid this from happening in the future.

Principal Report

- Mrs. Kirk said Veteran's Day was awesome – great feedback from all
- 2nd-3rd grade Christmas Show coming up in December
- Power of the Pen coming up and Mandy Mays will be taking over
- Thanks to PTO for Teacher dinner during conferences, very much appreciated.

Teacher's Report

- Mrs. Jordan asked on behalf of Mr. Langjahr about ordering a microphone for the Christmas Show. Deb Cole will email him regarding the process for rental. There is money in the Sound Equipment budget specifically for this, although it is shared with Drama.

Old Business / Review

- a.) **Veteran's Day** – Prayer Service was so nice. We had a great turnout and the place was packed. Stormy and Kelsey Flynn did a great job and many of the veterans in attendance were getting choked up.

New Business

a.) Fundraising Committee

- Skyline Fundraiser December 1st – posted in the bulletin, will be added to our PTO Facebook page as an event.

- b.) **Skating Party** – December 15th, flyer going home, event takes place at Skatin' Place 6-8:30pm

- c.) **St. Nick** – Kristie Ryan will email Mr. Reis about having his class make cards for the Parishes and has already been in touch with Mr. Langjahr to borrow the bells for the volunteers. Tara Beuerlein will add Jill Keller to the volunteer list. Kids will go to first bell and then volunteers will pass out candy canes.

- d.) **Christmas Gifts**– Deb Cole will get gift card to Cathy Nieman. Cathy has put together instructions and shared with Tara Beuerlein on what to do for next year. Marybeth Brunsman and Melissa Schneider have volunteered to run this committee next year.

- e.) **Carnival** – Tara wanted to confirm if we still wanted to plan on a Friday evening for the carnival and everyone agreed. Cannot do April 21st or 28th due to the space already being reserved. May 12th is out as well, so Tara will work with Christy at St. Ann's to check on either May 5th or 19th and will follow-up once confirmed.

- f.) **Catholic Schools Week** – Will need someone to manage the refreshments

- g.) **Book Fair** – "S'more Books" theme, Debbie Mattingly is planning a campfire and s'mores event, weather permitting. She will need PTO to pay for the supplies

- h.) **Open House** – Sunday, January 29th. Mrs. Kirk is going through materials and will need PTO to update their trifold with new pictures. Will be looking for volunteers to spruce it up.

Next Meeting will be Monday, January 9th

Motion to adjourn made at 7:22pm by Deb Cole, 2nd by Mandy Kirk.