

Family Center PTO Meeting - Wednesday, October 17, 2018

Attendees: Lori Holtzman, Liz Florek, Shannon Davis, Anne Handley-Fierce, Michelle Snyder, Julie Gullickson, Debbie Reilly, Alison Yee, Angela Flotken, Elizabeth Macanufo, Kary Spiegel

Opening + Welcome (Lori Holtzman): Introductions

Book Festival (Shannon Davis): signs for the doors are in, the small signs are already up, and the big ones will be put up next week. Reminder email will go out this Friday, and another one will go out next Thursday. The Monday following the event, another email will go out regarding online purchases. Shannon has volunteers secured for the morning event during story time, but only has 2 volunteers for the evening. She will send a follow up email to the volunteers she already emailed. 6PM will be Miss Carol for music, 6:30 Ruby for face painting, and 7PM the Buskers will play.

Treasurer's Report (Lori Holtzman for Betsy Sinclair): We ended up with an additional \$155 in dues money after we requested additional funds. We still have 31 families out of 117 that did not provide PTO dues. We are going to have room parents mention that there are PTO dues forms near the sign in, and we will try one more time to get additional dues. The dues can be turned in to teachers or dropped off at the front desk.

We are going to check with Sarah Melinger from the PTO counsel about how we can properly get PayPal set up to pay for things.

Adzick Field Discussion & Vote (Lori Holtzman) We discussed that Betsy does not recommend a donation to Adzick Field since we are coming up short in our budget thus far for the year. We may be able to make it up through class pictures and other fund raisers, but we have not started strong. We discussed the need to fund raise for Phase 2 of the FC playground, but we also discussed that a nominal donation could be possible. We can pledge the amount, but don't have to give the amount until the spring. We took a vote, 5 were in favor and 3 were not. A \$100 donation to Adzick Field was approved.

Communications Report (Liz Florek): Website has been updated. A eblast will go out on Monday for the Flash Light Walk

Buzz Book (Anne Offner): Buzz book will be distributed ASAP, we just need a final list of who has paid and who has not

Outreach (Alison Yee): Helping Hand Me Downs, we can have any large donations put right into someone's car, and we can have a large box by the door for any smaller items. They are open from 9-12 every day or M-Thursday, and someone can drop off donations daily after the children's drop off so that nobody has to keep big items in their car. Anne Handley-Fierce has offered to make the daily donations run. We can see if someone else can help her so she's not the only one doing it. They are looking for 3T, 4T, and 5T mostly, along with baby gear, and non-expired car seats. We are thinking of doing this the last week of November, or the first week of December.

Art to Remember (Lori Holtzman for Amy Jennings): Order forms are in the cubbies. Due dates for Art to Remember is October 30th. An eblast will be sent out informing parents of the order form and due date.

Director's Report (Debbie Reilly) Conferences are going well, however there are six families that didn't sign up. Debbie is going to reach out and discuss the parent teacher partnership, and its importance throughout the years. We think an email reach out sounds good.

We discussed the blog and how people forget to read it, and if there was some way to receive an automated reminder. Or if teachers could still send an email saying blog post is up with the link for people to click. Also, having the teachers remind parents that if they need it, kids can come to the conferences. Also, there is a suggestion for childcare option during conferences.

Closing (Lori Holtzman): Next PTO meeting scheduled for Wednesday, November 28th