

Meeting Minutes (zoom)
FRELINGHUYSEN TOWNSHIP PTO
June 7, 2022

• **CALL TO ORDER**

The Zoom meeting was called to order at 7:02 pm.

• **QUORUM CHECK OF EXECUTIVE BOARD**

Nicole Wladich - present
Abbi Gurba- present
Anthony Alleyne- present
Michele Lohman – present
Cynthia Mardin - present
Tammy Arfken - present

• **APPROVAL OF MINUTES**

1st Motion: Michele Lohman 2nd Motion: Anthony Alleyne

• **APPROVAL OF TREASURER'S REPORT**

1st Motion: Abbi Gurba 2nd Motion: Nicole Wladich

• **CSA REPORT** – None.

• **FUNDRAISER UPDATES/COMMITTEE EVENT UPDATES**

Spirit Wear - Chair Lenore Hicok – Sales are ongoing and all year round. Vendor sending a check for \$35. Vendor to cut a check each month and send it directly to Lenore who will give it to Michele. Orders will be processed every 2 weeks. All positive reviews from people that have purchased so far.

Plant Sale Recap - Chair Raelyn Kempinski. All reimbursement forms have been submitted to Michele and processed. Final profit for the event stands at \$1,520.54. PTO budget line item for Plant Sale was \$1,000.00 so we are over budget by \$520.54. Will be asking Raelyn to chair this event again next year.

Color Run Recap– Chair Abbi Gurba, Jamie Alleyne, and Angela Marziarz. Profit to date is \$54.35; however, Abbi still has \$30.00 cash outstanding to give to Michele so final profit will be \$84.35. We had a surplus of 18 race kits left from people that did not show. Overall event was a huge success with lots of compliments. We are proposing to have this event again next year around the same time May/June. We will start planning earlier and intend on going bigger. Michele suggested maybe having a Color Run in the Fall solely for our school and then having a second Color Run in the Spring and opening it up to others. Jamie will be sending a Thank You card to Tranquillity Farms for providing us the ice cream at a 50% discount. Nicole suggested we move the water station closer to the running area. Board members to look into potential offsite locations to hold the event and potential 1 day insurance policy. Same Chairs will run this event next year.

School Dance - Chair Gretchen Stefankiewicz. Event was successful with no issues. PTO prefers that the 6th Grade Booster Club continues to sponsor any dances unless we can open it up to the entire school.

Field Day - Field Day was an overall success; however, some 6th grade parents were disappointed they were not able to participate in the event. The kids loved the ice cream truck and we plan to have it again next year. PTO will not be paying for lunches next year and Nicole will be informing Mrs. Bonaparte. PTO will be sure to provide water for the event next year. Total rental expense for the ice cream truck was \$875. As a whole, Field Day was over budget by \$388.36. During budget discussions for next year, we will need to increase our amount for this line item.

Display My Art - Chair Shannon Maza. Company sent an email update to Shannon stating 51 items were ordered with a profit of \$145.93. They are working on getting the profit checks to us. Asked if we were interested in reserving a spot for the Fall 2022 or Spring 2023 schedule. Nicole suggested possible PTO involvement with this event since it appears several kids did not get an opportunity to complete their projects. A suggestion was made to possibly combine Display My Art with an art night held at the school for next year.

Box Top\$ - Chair Barbara Butrymowicz. PTO budget line item for the year was \$800 and so far our profit is \$697.10. Barbara suggested a flyer be sent home with the 2022-2023 Welcome Packets. Barbara gave Nicole a copy of a flyer she got off of the Box Top\$ website. She also recommended the budget line item remain the same and that all Board Members should refer friends to get the new parents to enroll.

• UPCOMING EVENTS

Miner's Game – Chair Eleni Peterson. Game set for Thursday, June 16th at 7:15pm. To date the profit is \$381; however, Eleni sold a few extra tickets after the deadline so profit will be increasing and is still pending.

Graduation- Graduation is set for June 14th. PTO's only responsibility for graduation is the tent which has already been secured. Current balance on the tent is \$746. Tassels and caps came in at \$134.53. A reimbursement form was submitted by Deanna to Michele in the amount of \$118.33, which includes expenses for various decorations and paper products. Total expenses are \$252.86 so it's over budget by \$2.86. Board Members unanimously approved the overage and Michele will cut a check to Deanna. Also, the budget for the 6th grade shirts was \$300 and the invoice total is \$285.76 so this item came in under budget.

• BUSINESS

Butterfly Bush Recap - Abbi Gurba gave the plaque to Mrs. Guida who took it home so her husband could create a mount for it. Apparently Mr. Guida looked around the school grounds and could not identify a suitable area to plant the bush. Nicole told Abbi to send an email to Mrs. Guida and Mrs. Mulcahy and to copy Mrs. Bonaparte as well as the PTO and tell them we need

to wrap this up. Michele requested Abbi send in her reimbursement form for the butterfly bush. Abbi thinks it's about \$10.

North Warren Scholarship - A winner has been chosen and will be announced on June 8th.

• **CORRESPONDENCE** – We received thank you cards from the Frelinghuysen Staff and Mrs. Mulcahy regarding Teacher Appreciation Week. We received a thank you card from Mrs. Toronzi for TAW and Nurse's Week for her gift. Mrs. DeFilippis ended up donating the \$50 gift card to Caffe Navona that was given to Mrs. Toronzi for Nurse's Week.

• **OPEN PUBLIC DISCUSSION**

- Our goal is to start discussing ideas for potential fundraisers for the 2022-2023 school year. It was recommended everyone send an email to the PTO with their ideas.
- Cynthia mentioned ordering or creating a PTO banner that we can display at our events so we can market ourselves and show families and faculty all that we do for the school.
- We discussed putting a list of events that we sponsor on our PTO Facebook Page or on the Welcome Back Letter given out at the beginning of the year.
- Nicole will look into insurance policies for PTO so we can potentially hold events off school grounds.
- Potential fundraisers for next year that PTO Members showed interest in are a Welcome Back to School Event, Trunk or Treat, Winter Wonderland, Paint Night, Car Wash, Movie Night, Carnival (Abbi mentioned she will talk to Kim Mantz about this), Read-A-Thon, Krispy Kreme, Food Truck at Trep\$ and possibly Color Run, Greeting Cards Fundraiser, Beefsteak at Brookhollow with Mini Tricky Tray, Coupon Book, and Comedy Night with 50/50 Raffle.
- Overall consensus next year is to do less fundraisers and only do the bigger fundraisers that make more profit.
- Doing away with Little Caesars Pizza and Charleston Wrap.
- We discussed meeting the end of July to go over the budget and our ideas and sitting with Mrs. Bonaparte the beginning of August to go over it.
- Michele mentioned she has not received any reimbursement forms for Pottery Club and received only one from Ukulele Club, which was under budget.. Each club held 5 classes and was given \$250 by the PTO for supplies and expenses. Currently, Garden Club has submitted reimbursement forms for 4 of their 5 classes and they are under budget by \$0.53; however, they may have a reimbursement form for the 5th and final class which was held today. Mrs. Mulcahy and Mrs. Guida suggested increasing the budget for this club due to the number of kids and costs for same.

• **ADJOURNMENT** - Meeting was adjourned at 7:52pm.

• **IN ATTENDANCE** : Jamie Alleyne and Angela Marziaz

Respectfully submitted by: Tammy Arfken, Secretary