

FRELINGHUYSEN TOWNSHIP PTO
Meeting Minutes
(Meeting was held via Google Meet)
March 7, 2023

CALL TO ORDER

The Zoom meeting was called to order at 7:31pm.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

QUORUM CHECK OF EXECUTIVE BOARD

Nicole Wladich - present
Anthony Alleyne - late arrival at 8:27pm
Michele Lohman - present
Cynthia Mardin - present
Tammy Arfken - present

APPROVAL OF MINUTES

1st Motion: Michele Lohman 2nd Motion: Cynthia Mardin

APPROVAL OF TREASURER'S REPORT

1st Motion: Nicole Wladich 2nd Motion: Tammy Arfken

CSA REPORT - Nicole spoke to Mrs. Bonaparte about Field Day and we are still waiting to hear back from Maschio's regarding reduced fee lunches and dessert. Mrs. Bonaparte is also pursuing the assembly and trying to retain Optimus Prime should be less than \$1,500. Nicole told her she would get pricing for next year's folders. Nicole requested a copy of the basketball backboard receipt from Mrs. Bonaparte so we can match the original one purchased by 6th Grade Booster.

FUNDRAISER / EVENT UPDATES

- **Spirit Wear** - Chair Lenore Hicok. Vendor is 24ink. Will continue to leave open year round. Received a check for \$23.70 in February.

- **Box Top\$** - Coordinator is Nicole Wladich. No new updates.

- **Amazon Smile** - Program went away as of February 20th. We received a check for \$103.59 in February and it covered October through December. May

receive up to 2 more payments. Michele to keep an eye out on the account for any additional deposits.

- **Chess Club** - Teacher is Mrs. Fowles. Ongoing. No new updates.

- **Ski Club** - Chair Cynthia Mardin. Event has ended. Some skiers have vouchers for any missed sessions, which they will use on their own. Overall club feedback was favorable.

- **Gertrude Hawk Sale** - Chairs are Anthony and Jamie Alleyne. Total online orders were 33 and total sales amount \$2,132. Nineteen paper forms collected totaling \$2,140 including a \$3 PTO donation for an overpayment. Grand total \$4,272. We make a 35% profit so the total is \$1,495.20, with a projected profit of \$1,500. Total profit not final as we can get an additional 1% profit if we pay final invoice within a certain # of days. Nicole to follow up with our rep. regarding issuance of our final invoice.

UPCOMING EVENTS - ON THE PTO HORIZON

- **Spring Book Fair** - Chairs Lisa Naomi and Eleni Peterson. Begins tomorrow March 8th. Sign up Genius went out and volunteer response was low. Nicole is looking into some other possible vendors to see what is out there. Sales tax will be charged again this year.

- **Book Bingo** - Chairs Tammy and Nicole. Budgeted \$50 for this event and \$88 was spent on chips, water, lollipops, and little prizes for the winners. Scholastic money projected to be used is \$60 (1st place winner will get the \$10 GC; projecting 6 rounds of Bingo for the evening). Michele L. proposed we spend up to \$1000 of remaining 2020 Tricky Tray money to purchase books to replenish PTO's Book Bingo inventory, if needed. Unanimously approved.

- **Spring Clubs** - The after school Spring Clubs that are being offered are as follows Art Club by Mrs. Smith, Board Game Club by Mrs. Hackelberg, Lego Club by Ms. Pryor and Mrs. Toronzi, and Storytime/STEAM Club by Mrs. Mulcahy and Mrs. Guida. Current enrollment is 14 for Art Club, 22 for Board Game, 23 for Lego Club, and 12 for Storytime/STEAM Club. Money to fund the clubs is coming out of grant money issued to the school. Nicole will inform teachers there is a \$50 amount that can be used for supplies. Clubs pay \$125 for the teacher and \$50 for support staff per class. Unanimous decision to split the \$175 evenly between both staff members for the clubs that have two instructors.

- **Beefsteak TT** - Chair Cynthia Mardin. Date will be 4/1/23. The Donations Committee collected approximately 70 baskets to date and donations are still

coming in and they will be wrapping it up next week. Most baskets valued at \$150. Cynthia requested unopened toys to complete a basket she is currently working on. Seventy tickets sold to date. Considering charging \$20/sheet for the tricky tray tickets. Ticket sale deadline for entry is March 24th. Nicole contacted JCs and they will work with us on cost if we don't hit our mark. Discuss possibly doing some kind of incentive if we hold this event again.

- **Color Run** - Tentative date 5/20/23 - Chairs Abbi Gurba, Angela Marziaz & Jamie Alleyne. Going to open the event up to Blairstown and Knowlton Elementary Schools. Abbi is going to ask Mrs. Bonaparte to use the field behind the school. Need to add name on the waiver so print name and parents signature. Kristin will ask Mrs. Bonaparte to send Color Run info to the other schools directly. Nicole mentioned using Mrs. Bonaparte to send beefsteak flyer out as well directly to the other schools. Discussion on a discounted rate Nicole mentioned we are opening up our liability and running it so FTS families should get the discount. The costs from Color Blaze were a packet and shirt for \$14, just a packet and no shirt \$8.50, and just a shirt would be \$7.50. We discussed charging \$25 for a packet with a t-shirt and \$15 without a shirt to registrants. Our projected income for this event is \$500. Opening it up to other schools poses a parking concern. Nicole discussed the need for State Police for traffic control. Abbi to contact Mary regarding the first aid station. Abbi already has the necessary squeeze bottles for powder application. Abbi will ask Chris to DJ again, ask Tranquillity to sell ice cream at the event, and engage Chef's regarding a possible food truck. Look into Certificate of Liability and if that is the only item needed for onsite vendors. Discuss getting in Use Form for March 22nd BOE Meeting. Kristin brought up possible sponsorship or pledge forms that PTO could create for the event. It was decided a flat donation would work best and Kristin will look online for donation platforms. Michele Lohman asked if 99Pledges offered a form.

- **Teacher Appreciation Week** - 5/8/23 thru 5/12/23 - Chair Cynthia Mardin with Tammy Arfken assisting. No new updates.

- **Mother's Day Plant Sale** - 5/12/23 - Chair Raelyn Kempinski. Pre-order forms went out to the families and are due back April 3rd.

- **Display My Art** - Chair Shannon Maza. Kits/materials provided to Mrs. Smith. Project projected to start in March.

- **Field Day** - Chair Mr. V - Tentative date June 2nd. Going to 24ink for shirt pricing.

- **Miner's Night** - Chair Eleni Peterson - Pattie VanValkenburg to assist. No new updates.

- **Graduation** - \$500 deposit remitted to Grand Rental to secure the tent.

- **Paint Fundraiser** - Still need a chair for this event.

BUSINESS

-**Board Nomination Committee** - Chairs Tammy Arfken and Cynthia Mardin.

Nominees announced by Tammy at the meeting, include the following:

- President: Nicole Wladich, Aimee Kronmiller, Tammy Arfken and Cynthia Mardin
- Vice President: Louise Neate, Cynthia Mardin and Matthew Corsi
- Treasurer: Kristin Keesser, Dan Schaffer, Michelle Swartz, Susan Chughatta, and Louise Neate.

Nominee acceptances were Nicole Wladich for President, Louise Neate for Vice President and Kristin Keesser for Treasurer. Ballot to go out around March 10th with a March 24th deadline. Winners announced at the April 4th meeting.

-**NWR Scholarship** - Applications typically received by March 17th but nothing to date.

-**Basketball Backboard/Hoop** - Unanimous decision to spend up to \$1000. We will order it using the PTO debit card. Michele Lohman will transfer money from the 2020 raffle proceeds account to our regular account.

-**Farewell Gift** - Wooden flower basket with sentiment given to Jenny. Total cost \$59.13.

-**FTS Spelling Bee** - Nicole received the list of winners from Mrs. Puzio and \$70 in Scholastic Dollars was given out to the winners (i.e., \$5 First Place, \$3 Second Place and \$2 Third Place).

-**2023-2024 Staples Donation Boxes** - Given to us by Newton Staples. Nicole picked them up and they are being stored at the school and will be handed out next year at Back to School Night.

-**Monthly Newsletter** - Chair Tammy Arfken w/ Louise Neate assisting. Will hold off on this until next year since we have assistance from the school sending out emails to the families. May do an end of the year 'wrap up' newsletter in June or over the summer.

-**"PTO What's Happening Email"** - Sent out 2/9/23 with updates and reminders for our events. Will continue to compile and send out updates as we feel necessary.

CORRESPONDENCE – Thank you card and email sent to us from Jenny for the farewell gift.

OPEN PUBLIC DISCUSSION

-Grants - Nicole put in for two grants one for Newton Walmart and one for Hackettstown Walmart. Waiting to hear back on same.

-2023/2024 Potential New Fundraisers - Cards for a Cause and Raffle (Calendar or 50/50). Viewed favorably by members for next year.

-Retirement Gift for Mrs. Smolen - To be given to her in October. Two ideas discussed were something Pete the Cat and Dunkin Donuts.

-Requested Money Transfer - Michele Lohman proposed transferring \$1,625 from the Raffle Account to the After School Clubs Account. The current approved budget reflects \$1000 from Raffle to After School Clubs and \$625 from PTO Checking to After School Clubs. By transferring the additional \$625 from Raffle, as opposed to PTO Checking, it would help cushion PTO Checking account deficit, as there are still surplus funds remaining from 2020 Tricky Tray in the Raffle Account. Unanimous agreement from general membership in attendance.

ADJOURNMENT - Meeting was adjourned at 09:18pm.

IN ATTENDANCE : Chiara Brown, Kristin Keesser, Abbi Gurba, and Michelle Schwartz.

Respectfully submitted by: Tammy Arfken, Secretary

****NEXT PTO MEETING VIA GOOGLE MEET 04/04/23 @ 7:30pm****