

FRELINGHUYSEN TOWNSHIP PTO
Meeting Minutes
(Meeting was held via Google Meet)
November 15, 2022

CALL TO ORDER

The Zoom meeting was called to order at 7:01pm.

QUORUM CHECK OF EXECUTIVE BOARD

Nicole Wladich - present
Anthony Alleyne - not present
Michele Lohman - present
Cynthia Mardin - present
Tammy Arfken - present

APPROVAL OF MINUTES

1st Motion: Michele Lohman 2nd Motion: Nicole Wladich

APPROVAL OF TREASURER'S REPORT

1st Motion: Tammy Arfken 2nd Motion: Cynthia Mardin

CSA REPORT - Nothing to report

FUNDRAISER / EVENT UPDATES

- **Spirit Wear** - Chair Lenore Hicok. Vendor is 24ink. Online store available all year. No new updates or checks to Michele since October. Nicole requested pushing sales for the upcoming holiday. We will need to find a new chair for next year as Lenore is aging out.
- **Box Top\$** - Coordinator is Nicole Wladich. No new updates.
- **Amazon Smile** - Coordinator is Michele Lohman. No new updates.
- **Chess Club** - Presume everything is going well. Mrs. Fowles purchased new chess sets for the club and sent Michele a reimbursement form.
- **Fall Book Fair** - Successful event. Total receipts came in at \$4,477.86. Deposited \$2,976.51 in cash and checks. Final profit for the event came in at \$956.79. We gave each teacher \$25 in Scholastic Dollars.
- **Halloween Treat Trail** - Successful event that came in under budget with positive feedback from participants. Intend on holding the event next year. We will focus on location within school grounds next year and reminding parents to keep kids off the playground.
- **Poppin Popcorn/Holiday Fundraiser** - Chair Nicole Wladich. Booklets and order forms went out the week of Oct 17th as projected. Nicole working with

vendor to get wrapping paper added as an online purchasing option. Our online goal was set at \$1,500 and current sales are \$208 to date. Tammy to send out reminder on class FB pages soliciting this fundraiser.

- **Winter Wonderland Tree Lighting** - Chair Eleni Peterson. Flyer sent out in folders and Sign Up Genius will be going out shortly. Photo session again w Jay this year and 6th graders will participate similar to last year. Mr. Jensen (Heather Lucy's dad) volunteered to hang the lights this year. Proposed to do it Monday (11/28) at 330pm; however, Mike Naomi requested the Friday after Thanksgiving (11/25) due to his schedule. Heather to discuss the new date with her father and let us know how many helpers her father needs. As per Lisa Naomi, strands of Christmas lights not working and replacement lights are needed. We requested a budget and she will get back to us regarding costs for same. The vote for any additional costs, if required, will have to go out to members via email for approval. Eleni Peterson formally requested next year's Executive Board consider increasing the budget line item for this event to include potential use of a lift for light placement on the tree. Projected cost is \$300-\$350. Abbi stated this is a town event and recommended requesting additional monies from the town for surplus costs.

- **Ski Club** (Cynthia Mardin) - Met our minimum participant requirement for group rate. Made \$340 profit. Club starting in January. Cynthia is the group leader and she emailed all participants. Michele mailed out payment for invoice to Shawnee yesterday (11/14).

- **Save Around Coupon Books** - Coupon books distributed to students on 11/14. Four sales to date. Deadline for sales is 12/5/22.

UPCOMING EVENTS - ON THE PTO HORIZON

-**Gertrude Hawk Sale** - Chairs are Anthony and Jamie Alleyne. Runs 1/30/23 thru 2/24/23 (Delivery 3/27/23). No new updates.

-**Spring Book Fair** - Chairs Lisa Naomi, Eleni Peterson & Lori Naomi. In person March 8-10, 2023. No new updates.

-**Spring Clubs** - Usually begin in March. No additional updates. Waiting to hear if BOE secured a grant to offset the costs of the clubs.

-**Read-A-Thon** - Chair is Michele Lohman. Looking to potentially run this during Spring Break. May need a replacement chair person.

-**Beefsteak TT** - Chair Cynthia Mardin. Date will be 4/1/23. Donation committees meeting set for Friday 11/18. License and raffle applications sent out as well as deposits for vendors. Cynthia met with Keith at the venue and discussed particulars of the event. Overall, we can decorate any way we want, we can use the outside area, have full use of the kitchen and fireplace, and we are hiring the kitchen manager. We also have access to commercial coffee pot, dishes, chairs, 6-8 ft rectangular tables for baskets, round tables for seating and podium for MC.

Shooting for 175 people and there will be plenty of space. Cynthia looking to secure corporate donors before the end of the year. Nicole mentioned only having bigger ticket items with basket amounts ranging from \$100-\$150 in value. Cynthia won't be doing door prizes but aiming to do smaller gift bags for all attendees. We can access the venue as early as 3pm to set up for the event.

-Color Run - Date TBD. Chairs Abbi Gurba, Angela Marziaz & Jamie Alleyne.

We need to decide if we are going bigger this year and if we are opening it up to other towns.

-Teacher Appreciation Week - 5/1/23 thru 5/5/23 - Chair Cynthia Mardin. No new updates except Cynthia mentioned potentially incorporating teachers' Wish List items into the event.

-Mother's Day Plant Sale - 5/5/23 - Chair Raelyn Kempinski. No new updates.

-Display My Art - Chair Shannon Maza. No new updates.

-Field Day - Chair Mr. V - No new updates.

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

-Graduation - No new updates.

BUSINESS

- Audit Committee for Treasurer's Books - Audit is complete. Financial records correct. No documented issues or considerations. Taxes dropped off to accountant by Michele and now we need to file for end of the year.

- Proposed Budget for 2022-2023 - Budget passed.

- Membership 2022-2023 update - Current enrollment is 55 members. Need 10 more to reach our quota.

CORRESPONDENCE – We received Thank You cards from Ms. Allen, Mrs. Guida, Mrs. Hackelberg, Mrs. Wagner, Mrs. Toronzi and Mrs. Lisa Naomi for the generous book donations from the Book Fair.

OPEN PUBLIC DISCUSSION

-We received the application for the North Warren Scholarship. Completed application must be returned by March 17th.

-Discussed Kindergarten and 1st Grade Classes needing iPads. Brought to our attention by Aimee Kronmiller and Eleni Peterson. Current iPads outdated and cannot be updated. Nicole proposed using money out of Tricky Tray Raffle Account. Quote is being drafted up and will be sent to us in near term so we can put it to a vote. PTO Board all in agreeance on moving forward with same.

-With additional PTO monies we discussed possibly sending a Wish List to the teachers to see if they have any additional needs that we can accommodate, Abbi mentioned

Supply 'Cakes' that they have done in the past and Nicole mentioned holding a larger event for the kids at no cost.

ADJOURNMENT - Meeting was adjourned at 8:03pm.

IN ATTENDANCE : Katherine K. and Michelle Schwartz (on at start of meeting), Abbi Gurba (7:06pm), Heather Lucy (7:08pm) and Eleni Peterson (7:22pm)

Respectfully submitted by: Tammy Arfken, Secretary

****NEXT PTO MEETING VIA GOOGLE MEET 12/5/22 @ 7pm****