

Call to order: 6:38 PM**Attendees - 13****Board Members in Attendance:**

Megan Pugh, Jamie Church, Ashley Jester, Renee West, Angelica Kennedy, and Jesse Janson

Members in Attendance:

Cecile Rock, Dave Middlin, Sarah Camp, Carrie Wolken, Kristin Howard, Liz Wynn, Chris Rock

- I. **Meet & Greet**
- II. **Approval of November 2019 Minutes**
- III. **Treasurer's Report**

Bank Balance as of 1/13/2020: \$34,417.14

Band Line Item: -\$667.90

Total Available: \$28,846.60

2019-20 Fundraising Estimate to be Earned: \$25,350.00

2018-19 Gifting Estimate Balance to be Spent: -\$40,286.25

2018-19 Projected Ending Balance for 2018-19: \$13,910.35

Required Surplus: -\$10,000

Updated balance as of 1/23/2020: \$56,988 – budget to be revised

Funding Requests Approved by PTO Board:

Scholastic Scope magazines for six grade teachers

IV. **Funding Requests**

1. **Carrie Wolken requesting \$329.67 for 30 Scholastic Scope magazines. These magazines are skill-based and aligned to the Common Core standards.**

Discussion: These magazines are reused over the years and have Common Core aligned skills. There are high and low skill levels, but all reading is the same. Each magazine comes with 100 different worksheets each month and are used on a daily basis. 30 magazines equate to 10 per classroom rotation. Sixth grade teachers have no extra funds to help cover the cost of these. Digital is available, but not shareable between the sixth-grade teachers. These magazines have independent studies, interesting reads, and consistent teachings between the classrooms.

Yes 11 No 0 **PASSED**V. **Topics & Updates**

- a. **Holiday Shop:** Positive feedback overall from the parents and students. Organizers receive loyalty points for different things (i.e. amount raised, shipping organization, etc.) Resigned for next year to include extra loyalty points. Next Holiday Shop date: December 7, 2020. Leveraging promotional material for next year to increase awareness and interest. Two scooters were earned from Penguin Patch this year and will be used in auction. By saving loyalty points we can get higher end items.
- b. **Auction update:**
 - a. Grade level baskets: There are two grade levels missing donations (4th and 7th). Messaging to the teachers has gone out and the parents are being notified. New announcement to be sent to these grades requesting monetary donations instead to be put towards the auction in general.

- b. Discounted hotel rooms available at \$135 per night. Hotel room pricing is honored up to a week before the event. Must state the South Arbor PTO to receive discounted room rate.
- c. Menu: Heavy appetizers served for an hour and a half at Weber's. Two dips, two carving stations, platters, hot and cold appetizers, plus desserts. Weber's donating the space and centerpieces. Drink pricing is reasonably priced.
- d. Working on getting large price point items/services. Business networking events could offer opportunities to donate items/services to promote their brand and support the school. Potentially look into after-school programs for summer care. The UPS Store on Carpenter Road is donating a canvas print. Sarah Camp has secured tickets to the Yankee Air Museum, Thunder Over Michigan air show (4 tickets plus parking), Henry Ford museum (4 tickets), and Noodles & Company (one year of noodles). Also auctioning off VIP tickets to Daddy/Daughter Dance and Mother/Son Night, and South Arbor parking spot. There will be a Wine Pull (with a minimum fee), Chinese auction using gift cards and other odds and ends gifts, \$500 cash prize, and heads or tails.
- e. The TCF Bank is volunteering to help out with handling the auction.
- f. Revisit putting together a website for the auction because donations will come last minute.
- g. "Save the Date" communication coming soon (stand-alone email, board in the office, yard sign, etc.). Flyers will be going out next week.
- h. Payment: Square will charge a service fee for transactions made. PayPal has no service fee. Zell is a free service for any banking. Sign-Up Genius recommended to use for auction donations.
- c. **Zap Zone:** April 9, 2020 from 5:00 pm – 8:00 pm. Anyone is welcome to come. Look into getting pizza donated from a local pizza place. Potentially get a donation from SAMs for food/snacks.

VI. Open Floor

VII. Adjournment: 7:56 PM