

MINUTES

AISU PTO Minutes

Date | time 8/15/18 6:39pm | Meeting called to order by Sophia Weiss

In Attendance

Sophia Weiss (General Board Pres & Secondary Pres), Natasha Udink (Secondary VP), Michelle Schweiss Sterling (General Board VP and Elementary President), Jaimie Onigkeit (Elementary VP), Leslie Palmer (Treasurer), Natalee Lance (Secretary)

Approval of Minutes

Still waiting for all members to approve. Will email Natalee.

Committee Heads

Field day-

Gala- Sophia volunteered to oversee this committee. All PTO board will help except Michelle. Natalee is in charge of auction.

Box Tops- Jaimie Adamson-Leslie Palmer (liaison)

Movie Nights- Juliet Wendels

Volunteer Committee-Jaimie Onigkeit

Picture Day- Jordan King

Fall Festival - Michelle

Book Fair- Tristan Duncan & Michelle Schweiss Sterling (liaison)

Items to Discuss

1. **Bylaw Amendment-** Each member gave their ideas of what needs to be updated and added to the bylaws. Jaimie will type up the proposed amendments and we will send to the general membership two weeks before we vote on them. Mostly we want every attending board member to have a vote, clarify the combination of the general board meeting structure, use of debit cards and no need to have two signers on checks over \$200 (but we need to vote on that purchase even if budgeted), only have one secretary, include insurance, have every committee have a board member oversee each event, clarify if board members have to pay fees or not, clarify membership fees are for just that school year, clarify no free sponsorship advertising at events, minutes guidelines, agenda guidelines, get financial report done by fiscal year, other typos and clarifications, etc.
2. **Registration-** Will have square updated by tonight and have forms to sign up and shirt order forms. Leslie will buy a carbon copy receipt book. This event doesn't need a treasurer there since we will all be in one spot at this event. We have cash in the cashbox.
3. **T-Shirts-** Kids are \$10/Shirt \$20/Hoodies (\$2 addition to print on back too). Adults \$13/Shirt \$25/Hoodies (\$2 addition to print on back too and \$2 for 2XL size). We take square, checks & cash.
4. **Glad Real Jerseys-** We have two Jerseys from last year's gala that we need to put in a shadow box for the Secondary trophy case. We voted on spending no more than \$100 on a shadow box.
5. **Tips on Events-** Natalee would like us to keep notes after each event to help next year.

Announcements

Next Meeting

August 22th at 5:15pm (At Sophia's house) Adjourned at 8:00 p.m.