

# MINUTES

## AISU PTO Minutes

*Date | time 8/22/18 6:20pm | Meeting called to order by Sophia Weiss*

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### In Attendance

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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) Location at Sophia's house.

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### Approval of Minutes

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All previous minutes were approved.

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### Committee Heads (one PTO Board member needs to help on each one)

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Field day- Michelle Schweiss Sterling

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

Movie Nights- Natalee Lance

Volunteer Committee-Jaimie Onigkeit

Fall Festival – Michelle Schweiss Sterling

Book Fair- **Tristan Duncan** & Michelle Schweiss Sterling. (Jaimie Adamson will do the first one since Tristan can't)

BubbleFunRun- SophiaWeiss

Performing Arts-

School Dances- maybe Natalee Lance

Sponsorship Coordinator-

Santa Breakfast- Natasha Udink

Dodgeball Tournament- Leslie Palmer

Grandparent's Lunch- Natasha Udink

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### Items to Discuss

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1. **Fall Festival 9/20-** Wristbands will be \$15 because we will have so much more this year. Michelle said 801Rocks just needs the tables and tablecloths. We would like to use the theme "You Matter" for kids to decorate the school with the rocks made into a rock river. Animals (Lizards and snakes) are weather permitting- they need fresh water and shade. Face painter needs table, 3 chairs, maybe face paints and her kids wristbands for free- we need her to have provide pictures of what she offers. Decided to do the Character Artist for another event, since we have so much going on, and SBOs will have carshow and food. We all decided on the items for the carnival; cowboy bellringer, frog launcher, emoji knockdown, milk jug toss, cornhole, and giant checkers. We all voted on buying small prizes for the first 4 games. We will have rock climbing, bungee trampolines, free fall jump, blow-up human hamster balls. Volunteers for 3.5hrs: We need 12 volunteers full time. We will set up 1hour increments for each station, so we need 36 volunteers. Plus we need help for setup and take down our stuff (carnival does their own). We can have middle school kids help on the carnival games.
2. **Meetings-** Dalton said we could always use his portable classroom on Wed night for our meetings, since K2 has the building that night. We just need to give him a heads up.

3. **Insurance-** Leslie said insurance needs to know how many active volunteers we have; 30. Need to know what our assets are worth for D&O Insurance. Bubble machine, popcorn machine, lights, popup tents, etc. Anyone who is not a signer on the checking account, must reconcile the account.
4. **Co-Treasurer Candidates-** Natalee is emailing out the bios tonight so members have one week to look at candidates before parent meeting (8/29). Voting by email deadline is 2 days early (8/27).
5. **AtoZ App-** Free app to have directory, lunch menu, newsletters, replace square pmnts, etc. We all will download and try it out. We will keep square for movie nights, etc.
6. **Carpool App-** They have the iOS version, but not the Android version yet (expected 9/5). Natalee will email out the instructions to members for those who can use it. Natasha will put on FB.
7. **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. Tiffany Davila is behind on printing. We stressed that we need better quality and are not able to help her any more than the many hours we have, since we are paying her for her services. Jaimie is in charge of the t-shirts orders now.
8. **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. Leslie got an amazing deal for two shadowboxes for about \$60.
9. **Gala-** Dancers will have dancers, musicians, and two girls to take pictures in traditional wear for a couple hrs -all for \$150. All voted yes. We will feed all performers (not SBO who help setup/takedown) pizza. We will ask same photographer as last year if he will do it for free. Jaimie has a backup person, but they may want a discounted rate and advertising. We voted yes to keep the sponsored tables as \$400 (decorate table, poster and program)/ \$800 (plus 2 tickets and on the marquee). We cover the cost of the gala with ticket sales, the fundraising is from sponsors and auction. Sophia is finding out what the school needs us to fundraise for this year that will benefit all grades.
10. **Volunteer Incentives-** Raffle ticket when parent reaches 5 hours, and another ticket for each additional 5 hours (we will keep tally, not give out actual tickets). First main prize will be 2 Gala Tickets (\$50value). Will do something around \$50 for the other two trimester. Also end of the year for biggest volunteer (not doing it by class- just ask teachers to let parents know to inform us of hours). For the top 10/month, we can honor them on our bulletin board and newsletter. We can do a volunteer banquet at the end of the year with trophies/giftbasket, etc. Jaimie will do a volunteer newsletter.
11. **Utah Non-Profit Association (UNA) & Conference-** We voted yes to join the association for \$65. Everyone but Leslie can go to the conference on 9/25. Sophia will look into the price and email us later.

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## Announcements

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Tasks to work on. Natalee- mail the candidates to PTO members tonight, send all minutes approved to Jordan. Leslie- get insurance done. Jaimie- tshirt database, AtoZ app set up, and work on directory. Michelle- Bookfair and Fall Festival. Sophia- sign up for conference and confirm what we want from Bouncebins. Natasha- tell Facebook groups about carpool app.

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## Next Meeting

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August 29<sup>th</sup> at 7pm for Parent Meeting.      Adjourned at 9 p.m.