

Altadeña PTSO Board Meeting
January 17, 2017
Altadeña Library

Members in Attendance: Tara Camarano (staff), Monica Gellman, Christie LaFrance, Karen Meinerz, Tracie Stephens, Renee Tobias

-Meeting called to order at by Karen Meinerz at 8:51am.

-Karen welcomed everyone and members introduced themselves. Belated birthday wishes to Ms. Camarano. It was noted that by the low attendance, it appears we need to publicize PTSO meetings better, perhaps using the marquee and the weekly E-Blast.

-November 2016 General Meeting minutes were approved.

Treasury Report

1. Balance: Approximately \$30,640.00. Karen (who is serving as Interim Financial Secretary) reported our net income was about \$1000.00. All items have been reconciled and the books are in good shape now.
2. The only notable expense was the previously approved request for funds for 7th grade privacy folders (\$252.00).
3. We have not received any checks for BoxTops recently, so Karen will contact Amanda Holtom.
4. We need to check to see if the PTSO laptop was paid out of 2015-16 budget or 2016-17 budget. We are having difficulty getting this information due to receiving very few files from the previous Board.

Principal's Report – None of the administrators was able to make the meeting, so there was no Principal's Report. Ms. Camarano reported that teacher reimbursements are being received quickly and that they are happy about that. There is still some confusion as to the reimbursement procedure, though (envelope vs. form).

Committee Reports

1. Book Fair – Renee Tobias reported that the October 2016 Scholastic Book Fair earned the library about \$1,900.00 in Scholastic Dollars (book credit). Karen reported that after consulting teachers, admin and the librarians, we are switching book fair companies for our Spring Book Fair. We will use the Phoenix Book Company (a Kyrene preferred vendor) for our book fair the week of April 17th.

2. Winter Wonderland – Karen reported that we raised \$14,982.12. We spent \$850.00 on replacement balls for next year's dodgeball tournament. The rest of the money was spent at Target on gifts for needy families in the district.
3. Spiritwear – we are about \$500.00 in the black.
4. Candy Grams – Tracie reported that we will start selling on February 2nd before/after school and during lunch hours. We will offer heart lollipops (\$1.00), small heart-shaped boxes of chocolates (\$3.00) and 7 oz. Hershey Kisses (\$5.00). Delivery will be during Pride Hour on February 14th, with Student Council and NJHS helping. We will be asking teachers to identify a number (quantity) of students whom they believe might not get a candy gram and PTSO will donate some.
5. Hospitality – Tracie reported that spending is currently on track and that they conducted an inventory. We will start putting the Signup Genius link for Hospitality luncheons on Facebook.
6. Family Dinner Night – Jason's Deli tomorrow night.
7. Communications – Karen reported that we are in the process of setting up Gmail addresses for Board positions and committee chairs.
8. Band Boosters – Renee reported that the sales of Butter Braids kicked off and are running January 10th-30th, with delivery on February 15th. They usually net about \$4,700.00 from sales. She has received several donations of gift cards for prizes and bought a few from Starbucks, as well. The 8th Grade trip to Disneyland is next month. Band Boosters is considering selling popcorn at lunches. Karen will get the budget information from Adam (BB treasurer).

Old Business

We are still in need of a Financial Secretary. Discussion was held on using Facebook to advertise the position.

New Business

- Karen will speak to Mr. Elliot about getting students more involved in PTSO.
- We are selling opportunity drawing tickets for Taste of Kyrene for \$10.00. Altadeña gets to keep \$5.00 from every ticket sold.
- We will be recruiting for several Board and Committee Chair positions for the 2017-18 school year and will be advertising on Facebook.

NEXT MEETING: March 21, 2017 at 6:30 pm in the
Community Room.

Meeting adjourned at 10:01 am.

Respectfully submitted,
Monica Gellman, Secretary