

Birnham Woods Elementary PTO General Meeting
December 12, 2023
BWE Room A3

Present:

Krissi Famolaro, President
Jennifer Mathewson, Vice President
Cecilia Camacho, Hospitality
Christie McQueen, Spirit Night Coordinator
Faith Trepl, Volunteer Coordinator
Jessica McCarty, Parliamentarian
Kristen Michael, Treasurer
Participants: Ashley Spiece

- I. Welcome - Krissi Famolaro, President**
- II. Meeting called to order at 9:44 a.m. by BWE PTO President Krissi Famolaro.**
- III. Approval of meeting minutes - Larisa Grensted, Secretary**
 - a. *Motion to approve meeting minutes from November 30, 2023 by Jessica McCarty. Seconded by Kristen Michael. Motion carried.*
- IV. Open - Krissi Famolaro, President**
 - a. Just a few days left! Let's finish strong!
 - b. Teacher cookie treats and gifts are going out today.
- V. Treasurer's Report - Kristen Michael, Treasurer**
 - a. Beginning balance: \$166,193.82
 - b. Income: \$1,512.42
 - c. Expenses: \$61,255.44
 - d. Ending balance: \$106,450.80
 - e. *Motion to approve November cash report by Christie McQueen. Seconded by Jessica McCarty. Motion carried.*
- VI. Committee/Events Reports - Various**
 - a. Class Shirts, Spirit Wear Sale - Jennifer Mathewson, Vice President
 - i. New order being placed for new students and teachers and for kids who've lost theirs.
 - b. Hospitality - Cecy Camacho, Hospitality

- i. All done!
 - ii. Can we move the black removable fitted reusable tablecloths to the supply budget instead of hospitality. They were \$55 for 6 total. Yes. Approved. Tablecloths are now all the PTOS problem and not just Hospitality.
- c. School assembly - Cecy Camacho, Hospitality
 - i. Feb. 23rd for planetarium. 2nd payments is a mail in order, not given to the presenter. First deposit is needed.
 - ii. Sessions will start at 8:15 and go throughout the day. Working o schedule and will have it ready by February. Will be in the gym in 10 sessions.
- d. Father Daughter Updates - Stephanie Christian, Hospitality
 - i. Moving ahead like normal. Will need people to help. Planning meeting on January 11th. No facility cost!
- e. Boostherthon items - Krissi Famolaro, President
 - i. New tables out front and the pretty new mats are here. Book Vending Machine on track to come in in February. Buying books today and we got new free customized trays. All artwork was approved and sent off and they are in the works.
 - ii. Blinds. Still waiting on response from everyone. No one is emailing back. Maybe Jan. 2nd but will arrive at the school on De. 19th.
 - iii. Jennifer has been working with teachers to fill out their order forms for the 10% back from Boosterthon. Will be a long tedious process to get it verified by four people. It will be fun to have new stuff!
- f. Carnival - Anjanette
 - i. Going to be cool. March 2nd. Approximately 3 hours in the afternoon. Can possibly do inside and outside. Charged by square foot. All hands on deck.

VII. New and Old Business - Krissi Famolaro, President

- a. PTO positions. Open: President, Hospitality, Fundraising, Sponsorships, Spirit Nights.
- b. Rhonda retiring. Should we do something retirement for her? We have never done anything directly from the PTO because if we do it for one we have to do it for all. Trickle down effect of explosion. Faith proposed we have a retirement fund. Plant or card from PTO and if we want to personally put something in. Voted yes. Volunteered Larisa to do it since she isn't here and can't stop us. \$25 plant budget.
- c. Book Vending Machine. Kristen asked if we should we make a budget line for the book vending machine? Kristen is ordering some books. Book

vending machine has a lot of policies they haven't figured out yet because they never had one so how will they know how it will work out? Let's just try it and see what sticks and what we have to adjust. Haven't picked a spot for it yet.

- d. Mother Daughter Paint Night. Christie is going to buy a ton of paint with a coupon. Theme is Starry Night Scene. January 26th. 6-8pm. Have facility from 4:30 – 8:30. Kristen is making the sign up genius and cheddar up. And there was a discussion about which organization we will send it to first.
- e. Marcos Pizza Boxes fundraiser! Mr. T is flexible, Mrs. Wooldridge is not. Krissi will talk to Elizondo.
- f. Short throw projector. It would cost \$20,000K to do all the wiring. So it's a no. The wires and fibers have to be run through the wall. Maybe do the TV we did in the Library? We need a quote for a TV Stand and TV. Kristen will do that. Need two - one for Art and one for Music
- g. Will they have music programs for the other half of the school? No idea. Up in the air. Not sure if Love-Rock will come back so we will be flexible and just take it as it goes.

VIII. Meeting adjourned at 10:26 a.m.