

September 11th, 2017 Meeting Minutes

1. May 2017 minutes approved.
 - Attendance: Kira Bender, Heather Biro, Ashley Potrykus, Heidi Raddatz, Ann Blamey, Diann Koshuta, Marilyn Garbowicz, Jaime Bock, Rich Mahlerwein, Dianna Blicharz, Lindsey Riker, Nicole Nowlin
2. Treasurer's Report
 - As this is the TL PTO's first full year, we are not working with a set budget. Upon transition from TL SCO to TL PTO, \$1,000 initially placed in TL PTO fund, in addition to \$3,919.65 when account closed.
3. President's Report
 - 4th of July update: Sold sno cones, which were donated by The Black Forest as well as Freeze Pops, which were donated by The Trophy Ranch. Profit: \$268
 - Back to School Event: Cost \$80.71 for snacks etc. to welcome back the Three Lakes staff. Staff lounge organized & cleaned. Cheese, veggies, apples etc. donated by Frigo cheese, Kwik Trip and Golden Harvest.
4. Principal Steve G. absent; no update.
5. Old Business:
 - Box Tops: submissions all year, deposits made in December & April Total for 2016-17 was \$430. Mr. Petersen's 6th grade class used to total these up. When Mr. Petersen retired, Ms. Noe offered for her 3rd grade class to total Box tops as part of their math work. Submissions will be done by PTO President or via Box Tops app. Suggestion to send home list of products that offer Box tops rewards. Suggestion to incentivize classes or entire school to earn more. Suggestion made to delegate this to the 5th-6th grade Student Council after discussion with Kirsten Margitan.
 - Believe Catalog Fundraiser: KICKOFF of campaign at 9-14-17 Thursday assembly. K-8 fundraiser. Income from last year was \$4,300 and year prior was over \$5,000. Plan is to offer an option to simply give a financial gift if fundraising is not parents' preference. TWO week campaign; Will need volunteers to distribute items when they arrive, date TBD.

- Volunteers to help distribute: Cindy LeBuis, Ashley Potrykus, Ann Blamey, Heidi Raddatz, Heather Biro, Dianna Blicharz
- FYI: Believe campaign earns 40% on edible items, 47% on dry items, 80% are American made, no minimum purchase needed
- Campbells Soup Labels ended their program last year: final income were Visa gift cards, which are yet to be used.

6. New business:

- Insurance: No good options at this time. There is question about being covered under the umbrella policy of the TL school – will need to discuss with Sue Frank in the Business Office. Heather and Kira met with Bob Werner at Machon Insurance to discuss options. \$328 special event insurance vs. \$399-650/year to cover basic events (not things like trampolines and bounce houses, but perhaps fun runs). TL PTO is a separate entity from the school. More info in the future.
- Santa's Secret Shop: NEED a chairperson!! Nicole Nowlin volunteered! This is a 2-day event in December. Will need a committee dedicated to purchasing items, pricing them, doing inventory before & after event. Volunteers needed!
 - Volunteers so far: Nicole Nowlin, Marina McKissack; from last meeting notes volunteers include: Crystal Loppnow, Heather Biro, Kira Bender, Ann Blamey
 - Discussion about running Santa's shop: currently we have 7 marked bins of goods, when running the event will need to slowly add items as the day progresses (so not all "good" items are available at once), will need to "cap" list of family members (as it is done currently to mom, dad, siblings, grandparents)
 - Suggestion to stop the photo with Santa, as the day gets very long for Santa; perhaps a classroom photo or Breakfast with Santa option?? Will discuss at later meetings or at breakout committee.
- Scholastic Book Fair: Chairperson Kira Bender – week of Nov. 13-17th? It falls on the week of parent-teacher conferences. Scholastic Book Fair used to be separate from SCO but can now contribute to the TL PTO, now that we have our own tax ID #.

- Balance from 2016-17 \$560 Scholastic dollars – contributed to new chairs & bookshelf for library, books for teachers' wish lists. Teachers present voice preference for wish list bins vs. creating a written wish list.
- Kindergarten last year did Breakfast with Books – gave kids each a free book. Suggestion to use American Association of Pediatrics to get free books.
- Expense request approvals:
 - Jaime Bock's Kindergarten class – pumpkin patch field trip. Motion made and approved. Amount _____
 - Dianna Blicharz: request made for volunteers and financial support for October 3rd Family Game Night put on by the 6th graders (and Kirsten Margitan and Dianna Blicharz). Goal is to create and/or teach math related games to guests of all ages. Motion made and approved to purchase pizza and prizes not to exceed \$100, with the remainder coming from Title 1 or Guidance fees. Volunteers to set up & clean up: Kira Bender, Lindsey Riker, Ashley Potrykus (if needed), Nicole Nowlin, Heidi Raddatz, Ann Blamey (if needed)
- New ideas/Fundraising suggestions??
 - Tuft 'N' Needle mattress company. Info received by Kira after she read about it on a PTO Facebook page. When you purchase a mattress, school gets 25% of the sale. No fee to sign up, but we will receive a coupon for a FREE mattress that we can raffle off. 100-day trial period after you order. Can order any size mattress.
 - Mrs. Garbowicz offered that any fundraising group can get a Packers signed football to raffle off (or offer at silent auction).
 - Cooking class with Marcel? Wine tasting? Future event with silent auction to raise funds? Community members can offer services, classrooms can create baskets to auction off.
 - More family events in the future, i.e. bonfire, luau, outdoor theatre night

7. Meeting adjourned – next meeting October 9th, 5:00 pm