

**Bond Mill PTO
Executive Board
Meeting Minutes
03/19/09**

Present: Kristen Ruiz, President; Howard Rosenberg, Vice President; Monica Gribben, Recording Secretary; Liz Dwyer, Treasurer; Kathy Jacobs, 5th grade teacher; Elaine Oakes, 3rd grade teacher; Kathleen Kennedy, resource teacher.

Guests: Dawn Bell; Debi Collins; Lucy Ertter, parent liaison; Linda Landau; Stephanie Timmons-Brown; Carolyn Vincent

Meeting called to order 6:05 pm

Guest Reports:

Dawn Bell – Playground Refurbishment: A PowerPoint presentation including estimated cost, fundraising, and timeline was provided. Community Planning Day is tentatively scheduled for May 14 (2 days prior to the annual Bond Mill PTO carnival).

Linda Landau – Carnival:

- Most of the people signed up to volunteer want to help on the day of the carnival and not with the planning of the event.
- The committee needs a Carnival Poster chairperson to run the poster contest (announce/publicize contest, judge posters) and put posters up around the community.
- Have picked up donations from Office Depot (school supplies) and Kohl's (CDs).

Treasurer's Report:

All funds received through 03/19/09 have been deposited. Data entered into Quicken and reconciled bank statement ending 02/27/09 was provided. (Copies of Quicken and reconciliation reports submitted to President and Secretary at meeting.)

Bank account balance on 02/27/09 statement was \$28,982.03.

Seventeen teachers have redeemed their \$125 certificates.

President's Report:

- Got Beltsville Elementary School's Mindcore (knowledge memory challenge) fundraiser information in electronic format to use next year.
- The Bond Mill PTO's 501(c)3 approval from the federal government was received.
- The Bond Mill PTO website is now online -- www.bondmillpto.org
- Modell's Team "Week" is scheduled for March 13-April 13. A coupon for 10% off qualifying purchases and giving 5% to Bond Mill will go home in each student's Friday folder. The coupon may be used multiple times during the period.

- Bond Mill Student Art Show and 40th Anniversary is scheduled for June 13th.
- The 40th Anniversary Planning Committee is having a meeting March 24, 6:30pm.
- Art Ware (student art on a selection of products – shirts, bags, magnets, mugs, etc.) to fund the PTO art program. Profit from the 40th Anniversary celebration will be used to contribute to playground fundraising.
- The PTO has some extra Bond Mill spirit wear.

Action: Kristen Ruiz will provide a description of what is available for Carolyn Vincent to post on the PTO website.

- Jennifer Endres, Cultural Arts chair, has asked for guidance on next year's budget and what the PTO wants to provide. She has volunteered to continue in the position and needs to begin booking performers. Kristen Ruiz made a motion to maintain the budget at \$9,000 due to the special circumstances requiring early booking to secure quality artists for the cultural arts program. Liz Dwyer seconded the motion. After a brief discussion and suggestions by classroom teachers, the motion passed.

Action: Kristen Ruiz to let Jennifer Endres know of the Board's decision to allocate \$9,000 to Cultural Arts for the 2009-2010 school year.

Principal's Report (given by Kristen Ruiz):

- Two classes (5th and 6th grade), instead of one class (6th grade), are leaving the school at the end of the year as 6th grade is moved to the middle school. End-of-year activities will cost more this year. Costs are traditionally covered by the Bond Mill Craft Fair, several small fundraisers by the class(es), and food sales at the Bond Mill carnival. To help cover the additional costs, the officers of the Student Council (under Mrs. McKittrick's guidance) have requested using School Store money. They would like \$1,000 per class.

Note: The School Store fund did not have \$2,000 available, \$1,159 was available as of 03/19/09. The Treasurer will provide the available balance (income – expenses) to the Student Government.

- The school and Cactus Willies are still trying to come up with a date for a fundraiser night.

Old Business:

- None

New Business:

- The SchoolMax Family Portal will be available to Bond Mill parents on April 16th. An information night will be held at the school on April 16th at 7pm when parents can pick-up their individual access number and learn how to use the information available on SchoolMax.

- Carolyn Vincent suggested the Board consider including the PTO Webmaster as a board position to maintain continuity of the website. Also, hoping to use the website to be a “green” PTO by distributing news and information electronically instead of using paper.

Action: Executive Board will discuss and consider this suggestion at a later date. This request may be discussed in conjunction with recommendations from the Bylaws Committee, as the Bylaws would have to be amended to add a member to the PTO Board.

Meeting adjourned: 7:30 pm.

Following the meeting there was a demonstration of the Bond Mill PTO website led by Carolyn Vincent.

Submitted by:
Monica Gribben, Recording Secretary
April 14, 2009

Action Items

Kristen Ruiz:

1. Provide a description of spirit wear available for sale to Carolyn Vincent.
2. Let Jennifer Endres know of the Board’s decision to allocate \$9,000 to Cultural Arts for the 2009-2010 school year.

Liz Dwyer:

1. Let the Student Government know the available balance in the School Store fund.

Executive Board:

1. Discuss and consider suggestion to include PTO Webmaster as a Board member to ensure continuity of the website. This request may be discussed in conjunction with recommendations from the Bylaws Committee, as the Bylaws would have to be amended to add a member to the PTO Board.