

**Bond Mill PTO
Executive Board
Meeting Minutes
04/16/09**

Present: Kristen Ruiz, President; Howard Rosenberg, Vice President; Liz Dwyer, Treasurer; Mark Brackett, Corresponding Secretary; Monica Gribben, Recording Secretary; Justin FitzGerald, Principal; Elaine Oakes, 3rd grade teacher; Umbrenda Fisher, 4th grade teacher.

Guests: Amy Brennan, nominations chairperson; Debi Collins, art instructor; Lucy Ertter, parent liaison; Linda Landau, carnival chairperson; MaryJean Sokolowsky; Carolyn Vincent, PTO webmaster

Meeting called to order 5:03 pm

Guest Reports:

Linda Landau – Carnival: Planning is going well. Still need more carnival committee volunteers. Already have about \$4,000 in sponsors/income. The 5th and 6th grade teachers held a meeting with parents on concession plans. Poster chairs are Carolyn Vincent, Kim Jones, and Kristen Ruiz.

Carolyn Vincent – Website: The PTO website was launched officially on February 11. New features are online staff member of the month nomination form, parent's corner (parent liaison news), sponsors, and surveys. Future plans – student directory, advertisers, committee chair information, forms, donations, library (science fair packet, write-a-book packet, etc.). Would like to offer free homework passes to students in class with the greatest percentage of people that submit nominations online.

Treasurer's Report:

All funds received through 04/15/09 have been deposited. Data entered into Quicken and reconciled bank statement ending 03/31/09 was provided. (Copies of Quicken and reconciliation reports submitted to President and Secretary at meeting.)

Bank account balance on 03/31/09 statement was \$26,697.68.

Added playground account.

President's Report:

- Applying for Maryland tax exempt status.
- 40th anniversary planning committee met and is planning an open house event on Saturday, June 13, 3-7pm.

- Fundraising
 - Revved Up For Reading fundraiser raised about \$2,165. Thanks to Liz Steenrod, Kim House, and Ann Marie Hartranft.
 - Chick-fil-A (Route 1 location) night April 24, 5-9 pm, 20% profit for those mentioning Bond Mill. Thanks to MaryJean Sokolowsky for coordinating.
 - Cheeburger Cheeburger (Rt. 29 & 198) night May 12, 5-9 pm, 15% profit for those showing flyer. Thanks to MaryJean Sokolowsky for coordinating.
- April 23rd Take Your Child to Work Day.
- 5th graders definitely attending MLK Jr. Middle School next school year for 6th grade. The open-classroom pods will be converted to classrooms. Kristen Ruiz has looked into bell schedule (9:30-4:10) changes; the principal must request changes through the PGCPs Communication Office.
- Deadline for artware orders has been extended to April 24. Have received approximately \$3,633 in orders for a profit of about \$1,000.
- PTO Volunteer Dinner, June 5, 7-10pm, West Laurel Community Center. Beefalo Bob will cater the PTO volunteer dinner. Board members and guest, chairs and guest, and other volunteers contributing significantly will be invited.

Action: Mark Brackett will send out Evite invitations for the volunteer dinner.

Action: Kristen Ruiz will send out a "save-the-date" email to committee chairs.

- Amy Brennan, Nominations Chair, has not received enough nominations to fill the open positions on the board (Vice President, Treasurer, Recording Secretary, Corresponding Secretary). Several people have expressed interest in serving on the board. Amy has contacted some parents that had shown interest in the fall, but none have responded yet. Kristen Ruiz has agreed to continue as President for one more year.
 - Budget and nominations/elections will be held May 27, 6:30pm at a PTO General Meeting, prior to the instrumental concert.

Action: Amy Brennan to post slate or nominees for PTO board member positions by May 13.

Action: Kristen Ruiz to set date for PTO Board to meet to discuss proposed budget for 2009-2010 school year.

Action: Liz Dwyer to submit proposed budget for publication in May PTO Newsletter. Approved budget to be submitted for publication in June PTO Newsletter.

Principal's Report:

- Grandparents day was very well attended.
- Honor Roll assemblies – April 24.
- Three long-term substitutes filling in for teachers on maternity and sick leave.
- Awards ceremony May 8, 6-9:30pm at the Rouse Theater (Columbia, MD) for State Volunteer of the Year. Kristen Ruiz is the nominee for Prince George's County.
- The County has not made any decisions regarding the paper recycling contractor. Bond Mill PTO has not received a second check yet.

- 4th quarter Honor Roll assemblies scheduled for next to last day of school (still waiting for final schedule to be set). Sixth grade ceremony will be the day before the honor roll assemblies. Fifth grade ceremony will be the day before the 6th grade ceremony.

Old Business:

- Cactus Willies fundraiser night (15% of all sales) – need to set a date. Suggest June 12.

Action: Justin FitzGerald to contact Cactus Willies and set date for Bond Mill fundraiser.

New Business:

- How does PTO make copies at the school?
- Kim Jones suggested looking into recycling juice pouches through TerraCycle.
- Kim Jones suggested promoting a no-waste lunch day each month.
- Amy Brennan noted sometimes there is limited food for students in the late lunch shift. Ask that teachers emphasize to students that they cannot buy lunch if they do not indicate they are buying lunch in the morning.

Meeting adjourned: 7:58 pm.

Submitted by:
Monica Gribben, Recording Secretary
April 27, 2009

Action Items

Kristen Ruiz:

1. Send out “save-the’date” email to committee chairs for PTO volunteer appreciation dinner.
2. Set date for PTO Board to meet to discuss proposed budget for 2009-2010 school year.

Mark Brackett:

1. Send out Evite invitations for PTO volunteer appreciation dinner.

Liz Dwyer:

1. Submit proposed budget for publication in May PTO Newsletter. Approved budget to be submitted for publication in June PTO Newsletter

Justin FitzGerald:

1. Contact Cactus Willies to set date for Bond Mill fundraiser (tentatively June 12).

Amy Brennan:

1. Post slate or nominees for PTO board member positions by May 13.