

NOVEMBER MINUTES 11/10/11

Channahon School District PTO Minutes

In attendance

Pam Fink, Mary Caher, Mary Easton, Stacey Odegaard, Cheri Peterson, Kris Kobe, Trudi Guillette, Sally Cortes, Robin Morris, Nancy Snow, Maureen Daufenbach, Christa Mahoney, Chad Uphoff

Approval of Minutes

The meeting was called to order at 7:00 pm. The October minutes were approved by Nancy Snow, 2nd by Mary Easton.

Treasury report – Jean Browning - The fall fundraiser and spirit wear have not been paid yet. The PTO directory was distributed to the families. There were a total of 7 printed ads. It was noted that the print was very small on this copy, maybe to keep the amount of copies.

Treasury report approved by Cheri Peterson

Market Day – Stacey Odegaard Chair - October Market Day – \$1106.27 was the profit. 69 orders vs 89 in Sept. November orders look low, even with the bonus month of pies. 47 online orders listed 62 of these are the bonus items. We should be able to get to the 100 orders to get 30% profit for the month. Market day is a week early this month so maybe that is contributing to low orders.

Box Tops – Mary Easton Chair – Thank you to those that helped get a submission off for October. There will be a check for about \$1,000 by the end of the year.

Family Fun Night - Ta-Tanisha Jordan Chair / Cheri Peterson - Movie night is planned for November 11th, Cars 2 will be shown. Doors open at 6 the movie starts at 6:30 pm. Chad Uphoff confirmed with Cheri Peterson the number of tables and chairs needed for that night. Kids that need volunteer hours are helping. Items from Market Day were donated to movie night to sell.

Teacher Appreciation – Chris Kobe Chair – Taco Burrito King catered and delivered, they did a great job! They donated a lot to the school. It was well appreciated by teachers. Thanks to Pam Fink for helping deliver paper goods early. It was very nice at the Jr. High; this type of activity brings teachers together to talk. This was a very successful event.

Fall fundraiser – Fall fundraiser bill is \$6952.25 \$8,446 was profit. There were a lot of boxes that would not fit into the freezers because they were not picked up. Need to identify a better way to remind parents to come in and pick up their items, there was a lot of items left

over that had to be packed in freezers. It was a lot of extra work for many.

There were open discussions / suggestions to address the issues of orders not being picked up on time: add a reminder to the bottom of the registration forms and then the teachers or PTO will collect and send back to the school. Do we need to stop the frozen food items? Can they be shipped to the houses? Need to consider this in the future.

The order form for the Script Cards was reviewed and approved. Stacey Odegaard will utilize one side for the information to parents. Stacey felt this was an easy task and did not need help at this time

Santa Secret Shop – Trudi Guillette Chair – Date is set for Saturday the 3rd of December. Cheri Peterson is organizing the bake sale; Stacey Odegaard is working with the vendors. Santa is lined up and ready. We need flyers to send out, usually there are a lot of calls once the flyers are sent out asking to help. Pam Fink will submit the flyer for approval. Shopping will start the week before Thanksgiving. Six checks are needed. Please encourage friends to donate to the bake sale. Set up will be at – 6:30 pm on the night before. Reminder that the teachers have said they will help with the Secret Santa shop. St. Anne's will help set up the helpers for wrapping. Need to get the message out to the BETA club; there is a board at the JR. High for sign up. Trudi did not have to call anybody last year; the same people come to help so that will be fine. Becky Shay said she would help volunteer.

Stacey Odegaard will possibly help Trudy with shopping.

New business – Skate night planned for January, same times as Parent Teacher Conference. Maureen Daufenbach will complete the flyer and submit for approval.

General Discussions – Mary Easton to review the Campbell's website to see what is available and will send the link to the principals. There are over 100,000 labels banked for items. Can we get a poster maker? Would like to address the times the teachers mentioned in the surveys. Chad Uphoff does not remember getting a survey for teachers, but did send an email to the teachers asking for help at PTO events. Chad mentioned that some teachers may not know who to ask for their wish list items.

Motion to adjourn was made at 8:00 p.m. and was passed unanimously.