



James I Gibson E.S. PTO Minutes

April 10, 2018 at 8 am

In attendance:

Melissa Helmink, President
Daniel Gutierrez, Vice President
Beverly Pennant, Secretary
Tony Klemencic, Treasurer
Monika Henn, Fundraising
April Smith, Member
Heather Vincent, Member
Rebekah Johnson, Member
Sharon Palmer, Member
Erika Gelushia, Member
Becky Nocon, Member

Meeting called to order at 8:01 am. Agendas are passed around.

Approval of Minutes

- Beverly Pennant (secretary) states that she sent the minutes from March 2018 PTO meeting via email to the board and membership.

Banking Update

- Tony Klemencic (Treasurer) updates the table on the banking. Our current balance is \$7,807.23.
- Check written out to school in the amount of \$3610.80
- Reminded group if any purchases/charges or anything is made against the bank to please let treasurer know via email and provide invoices/receipts as soon as possible.

Spring Carnival

- Rebekah (event chair) went over remaining budget and last minute needs, food count (Melissa will be purchasing the food), Signage (April will work on new signs).
- Sharon suggested putting sign up in teacher's lounge for volunteers
- Melissa to talk to coach about coolers
- Heather to submit and email out sign up genius for volunteers

Election Committee

- The nominations are in
- Becky will plot out ballots for the upcoming election

Yearbooks

- Heather states that the yearbooks are submitted
- Suggested pre-sale of remainder of yearbooks before we sell out

Teacher Appreciation Week 5/7 - 11

- There will be: Luncheon, Spa day, Jamba Juice day & Sweet day
- Once days have been assigned, Becky/Melissa will let Beverly know and she will send out email to membership

Volunteer Picnic

- Melanie Munsell will be chairing the volunteer picnic
- Details coming soon

Meeting adjourned at 9:00 am

Secretary _____ Date of approval _____