

## **UCS PTO Meeting Minutes for February 28, 2017**

Present: Sharon Biggs, Rhonda Miller, Robyn Davis, Kim Hite, Nicki Bowlin, Lisa Mann, Rebbecca Kent Mara Feinhold, and Anissa Falmier.

Location: Mackie's Pizza, Marion IL

Meeting called to order at 5:45 p.m.

### **Agenda Items:**

#### **1) Fund Raising Focuses:**

Sound equipment has been installed and paid for!! The software to run the program is about \$2500. There will also need to be a laptop purchased in the amount of \$600.

Rebecca Kent spoke with Ms. Keller; called Staples and it said to send a letter requesting a donation or discount and Staples would possibly do that to purchase a printer for the office.

#### **2) PTO Organization Structure/Bylaws:**

Rhonda Miller distributed a sample set of bylaws. These need to be reviewed.

#### **3) PTO Account:**

Account balance is about \$6,000. Some stipend money is still outstanding.

#### **4) Basketball Challenge – post event review.**

Basketball Challenge profit will be approximately \$1,000. The 8<sup>th</sup> graders that volunteered will be given \$30 each towards their individual portion of the 8<sup>th</sup> grade trip. We need to revisit rules/referees for next year. Minute to Win It games were mostly played by our kids. However, the audience got to see our kids so in that respect it was promotion of the school (which was the goal of the event).

### **Calendar of Events:**

#### **March**

#### **National Nutrition Month**

Rebecca Kent suggested we ask for \$3 donations from anyone for this. She is willing to buy the gift cards and arrange them in a bouquet or in some arrangement for the three kitchen staff. Nicki will ask Terri's daughter about her likes/dislikes. Gas cards were also suggested.

#### **Trivia Night 3/24/17 – Lead Anissa Falmier**

Fliers – Use same as last year but change the date. They will go out in backpacks this week. Discussion about tables, whether to serve food, potential for money and whether we would have sufficient volunteers. You could get 14 rounds or about 20 rectangular tables in the gym (sit them on an angle). The event raised about \$3200 last year. Last year they sold drinks, desserts, mulligans and silent auction items. We will keep drinks, candy and chips. Robyn will MC the event. Rhonda will ask her mom to make desserts for the minute to win it games. Event

time will be 6:30-8:30 (open at 5:30). Babysitting will be available-need two rooms split by age. We will need one adult to oversee that and be responsible. (Checking with Angela Tanner to see if she could do this). \$5 a child with money going towards 8<sup>th</sup> grade trip. Mara will be a judge and Rhonda will be a scorer. We also need someone to sell the bonus points (limit 10 per person at \$2 per piece).

**UCS Open House – March 28<sup>th</sup> Lisa Mann**

Table with Spirit Wear. Event is 6:00-7:00. Spring into a new school year.

**8<sup>th</sup> grade Talent Show 3/31/17:**

8<sup>th</sup> grade hosting it as a fundraiser for their trip. They are having Spaghetti dinner. Flyer going this week; \$10 per ticket.

**April/May**

**Warrior Dash – Lead Sharon Biggs**

Date is Thursday, April 20, 2017. Dina Troutner is doing the design; keeping it gender neutral. Nicki will volunteer that day.

Lisa will checked with Silkworm for the cheapest t-shirt fee. It's a bright colored t-shirt with one color design. Lisa or Dina will work with Silkworm on finalizing the color choice. Last year we had sponsors but we need to streamline the process this year as we will not be doing the 5k. The sponsors will not be on the t-shirt because it will increase t-shirt fee and hold up the progress of getting the t-shirts. In addition, we may not want sponsors at all. The kids' pledges last year were about \$4,000 (sponsors were \$1300-but split it with 5k, not subtracting the banner expenses).

**Administrative Assistant Day - April 26<sup>th</sup> Lead -**

REDACTED – ASK A PTO MEMBER!!

**May:**

**Teacher Appreciation Week – Lead – Robyn Davis and Rebbeca Kent**

Rhonda volunteered to take one day for the teachers that week.

**Book Fair - Lead Shannon Mohr**

Meeting Adjourned at 7:36 pm.