

Barnum PTO Meeting Minutes

August 4th, 2014

1. Call to order

The meeting was called to order at 6:00 pm by Joanna Charboneau in the outside pavilion of the Barnum Elementary School.

2. Roll Call

The following were in attendance: Brenda Moors, Jen Landwehr, Joanna Charboneau, Paul Schmitt, & Lisa Rimolde

3. Meeting minutes

The June 2014 minutes were reviewed and a motion to approve the minutes was made by Brenda Moors and seconded by Jen Landwehr. The motion passed.

4. Treasurer's Report – N/A

5. Principal's Report – N/A

6. Funding Requests – N/A

7. Committees

- *PTO Booth*
 - A motion to spend up to \$150 on balloons and/or treats for the PTO booth for the year was made by Paul Schmitt and seconded by Jen Landwehr. The motion passed.
- *Open House*
 - We still need to figure out how much food was bought last year and how much we need this year.
 - We decided that water will be served this year instead of juice/punch.
 - We need to make sure we have enough plates, cups, and napkins.
 - We need to figure out who will purchase food and find volunteers for preparing/serving food.
 - We need to figure out what our entertainment options are and find volunteers to man entertainment area.
- *Website*
 - A website for the Barnum PTO is under construction with a release date of 8-27-2014.
 - Domain Name: barnumpto.org
 - barnumpto.com was also registered and will point to barnumpto.org
- *Fall Fundraiser*
 - Brenda Moors was able to procure several gift certificates from local businesses. If we receive our tax exempt status she will be able to apply for an additional \$500 grant through Great River.
 - All fundraising materials will be printed at the end of the month, including the Barnum School Information magnets.
 - Jen Landwehr set up a PayPal account. We will now be able to accept pledge donations on our website.

8. Other

- Lisa is sending out a flyer on Friday, August 8th in the mail stating that the PTO supports the referendum.
- Jen Landwehr submitted the paperwork applying for the exempt status.
- Lisa Rimolde or Jen Landwehr will be buying QuickBooks for manage our books.
- The Barnum PTO will start filing taxes this year. Lisa Rimolde will give our accountant the okay to move forward with this.
- Brenda Moors will look into securing babysitters for our PTO meetings starting in September.
- A google number has been set up for the Barnum PTO – 218-460-0848.
- The following email addresses have been set up for the Barnum PTO. Each email address will forward to the corresponding officer(s). These will be active starting 8-27-2014.
 - i. officers@barnumpto.org
 - ii. president@barnumpto.org
 - iii. vicepresident@barnumpto.org
 - iv. treasurer@barnumpto.org
 - v. secretary@barnumpto.org
 - vi. Additional emails can be set up, as needed, for committee chairpersons
- Lisa Rimolde will send the 2014-2015 budget and hand the books over to Jen Landwehr at the end of the week.

9. Adjournment

A motion to adjourn was made by Joanna Charboneau and seconded by Jen Landwehr. The motion passed. Meeting adjourned at 6:33pm.