



Cardinal Ridge Elementary School
PTO Executive Board Mega Plan Meeting Minutes, October 2014

PTO Board Meeting Minutes October 20 2014

Board members present:

Harsh, Elizabeth F, Surabhi, Amy, Suzanne

Meeting called to order at 7:35

Volunteer Coordinator: Harsh suggested adding another committee chair to be in charge of volunteers. Pros and Cons were discussed.

Action Item: Vote was postponed to take place over email.

Treasurer Report: Per bylaws, has to be provided to PTO one time a month. Moving forward, it can be shared at the PTO meeting or via the newsletter.

Minutes for Past Meetings: Need to be provided to Harsh and he will post on website.

Directory: Dr Anderson and PTO volunteer coordinator can coordinate the publishing of the directory using the google form Dr. A set up.

Action Item: Suzanne will get in touch with Susan Farey and let her know to contact Dr. A

Book Fair/Game Night: Liz and Beth are going to take over this event. Board agrees they can move forward with plans. Book Fair chairs would like game night to move to the Thursday (20th) so book fair and game night can be on the same night.

Action Items: Harsh will talk to Dr. A about moving the date from the 21st to the 20th.

Liz and Beth will move forward with planning once they receive the approval

Amy will propose a budget for game night

Box Tops: Liz is waiting for approval from Dr. A about contest.

Fundraiser:

Action Items: Harsh will follow up with Dr. A regarding rewards (what kind can we have for highest selling classes etc) and that a robo call and email be sent out regarding fundraiser.

CRES Gmail account:

Action Items: Communications chairs will be responsible for checking email regularly and responding.

Presidents Email:

Action Items: Harsh and Liz will check and respond. What is the address??

Playground: Harsh is going to be the co-chair

Spirit Sticks:

Action Items: Harsh has Kelly's Boot camp email and will follow up today regarding payment and new check.

Suzanne will let Julie K know to move forward with ordering First Flock sticks

Flyer Distro: Board was concerned with flyers not getting out on time. Harsh said Dr. A has taken care of it and staff understand the procedure.

Meeting adjourned at 8:40 AM

Next Meeting: PTO general meeting will be a "meet and greet" during event on 11/20/14. Board will sign up for 15 minute slots from 6:30-7:30 for parents to stop by and ask questions etc.

