
South Arbor PTO

Meeting Minutes

September 13, 2012

The meeting started at 6:00 pm. Present board members: Jennifer Young, Kelly Kmieske, Christine Gilbert, David Middlin, Wendy Brademeyer, & Kim Kratzer along with 23 other PTO members for a total of 29 attendees.

- I. Social Time
Meet and greet
- II. Official Business - Review of Minutes
Minutes from May 2012 have been accepted.
- III. Treasurers Report
PTO earnings, expenditures, budget

Tom, the treasurer was not able to attend the meeting, but Jennifer Young filled in for him. This past month \$410 was spent on teacher CPR training (this was pre-approved on the budget). Also, there was a renewal fee for PTO Today, which is a helpful source of PTO information. We do have a username and password, if you would like to have access, just ask.

We received \$6.25 from Scrips. This is the free fundraiser where we get a percentage of purchased gift cards (see more below under Beth Jodon).

See the financial spreadsheet online at <http://www.southarborpto.com/financials.html>.

- IV. Funding Requests – *all will be voted on during the meeting*
 - a. David Middlin is requesting \$375 for the band festival registration fee.
- **APPROVED**
Wendy Brademeyer motioned first. Tammy Butler seconded.

DISCUSSION:
Jen said that it will be added to the budget for next year.
 - b. Nancy Kittendorf is requesting \$500 to go towards hospitality. – **APPROVED**
Erin Gowell motioned first, Christina Hasselkus seconded. The amount has been decreased over the years. She is requesting money due to more staff and to cover costs for food that was not brought in when volunteers do not bring in enough money. It will cover 4 conference dinners.

DISCUSSION:

Wendy B. said that she appreciates it as a teacher – it is nice to have a nice hot meal and not fast food during these times.

Jen Young said that Nancy is really good about budgets and quality of food.

Liz Wynn said that maybe she could use the Volunteer Spot or Sign Up Genius to get additional items from volunteers.

V. Topics & Updates

- a. Ms. Nickel is no longer with the school/PTO. Mr. Middlin will be taking her place as a Facility Representative.
- b. We are looking for a Fundraising Team Leader. This person would oversee fundraisers; but not run each fundraiser. The Team Leader is a go-to person for all Leaders of each fundraiser. The Team Leader is also an organizer for the school years fundraisers.

c. **Kelly Kmieske:**

- i. Coca-Cola is our new vender for the year. The PTO earns \$0.25 per bottle sold. There is a machine in the Parent Room (which is having trouble accepting change) and a water machine in the gym. The pop machine is not for students.

Can/bottles – someone asked where the “Returns” go. It was noted that the 2 can return boxes (one in the parent room, and one in the staff lounge) – that they basically overflow until someone takes them (for themselves). Beth Jodon will make new covers for these boxes. The PTO will take over cashing in these cans.

- ii. A “donate” button is now located on the website. We can take donations via credit card (PayPal).
- iii. Savory Cookie Dough - Nancy Kittendorf is going to do cookie dough sales again this year. It will start the first week of November. Cookie orders will arrive at the school on December 5th.

Kelly mentioned that if you have a great idea or skill, then let us know; we love your ideas and help. The PTO is a team!

d. **Beth Jodon:**

- i. Scrip’s – prepaid gift cards – a great fundraiser
- ii. Presto Pay

Beth Jodon spoke about Scrip. These are gift cards – just like you get from the store; but the school earns a percentage if you purchase them through the PTO. There is a long list of merchants that will give the school a percentage of the gift card sale when these gift cards are purchased through the PTO. Payment for the gift cards must be with a debit card (this is done through Presto Pay) – credit cards are not accepted, they would take more of the profit. We are able to get a better profit without having the extra interest tacked on.

Once you sign up, it's easy. Some merchants even have a "Scrip Now"; this means that you can print the voucher out and then use it (maybe if you are going out to dinner tonight) without waiting for a regular gift card.

You can reload cards, such as Walmart. Once you get it once thru Beth, it is self-managed by you. Many different merchants will let you "reload" their cards with more money – and the school gets the profit!

When Beth will run a gift card sale, we will be putting it in the weekly email.

It could really generate a significant cash flow for us...spread the word!

e. Christine Gilbert:

- i. Little Caesar's Pizza Kits – middle school students will be selling kits to make money for their trips. Students will earn \$5 for every kit sold. Last year we sold over 1,000 kits as a school and we made \$6 per kit – I would like to see that happen again this year. Sixth grade will be earning for their 6th grade camp trip, and 7th & 8th grades are saving for their Washington D.C. trip (done in 8th grade). Sales will start around October 15th. Money and orders are due to me on October 29th. Kits will arrive at the school on November 15th.
- ii. Red Wings – special assembly – 12/7. There will be a special assembly on December 7th starting at 9:30am. This assembly is done by a Red Wings Foundation. It is a positive assembly where they talk about goals, exercise and healthy eating. It's a fun assembly – and afterwards, we receive hockey goals and hockey sticks for our gym...FREE!

f. Liz Wynn – Target for Education update

Target cards – other people can do this too – grandparents etc. Last year we increased members – she thinks we are now at about 41 members. We received a check in August for over \$700, this will go to the principal of the school to designate. The Target RedCard earns 1% of your purchases towards the PTO; and you save 5% on purchases! It's a WIN-WIN! We also earned some gift cards thru Facebook.

Liz said there is a new link for Kroger and Meijer for Box Tops and Labels for Education with the store reward cards. We not only earn points when we turn in the labels, but when we scan the rewards card when the items are purchased.

g. Nicole Ridenour – Labels for Education update

Last year, we earned about 11,000 points and were able to buy items for the school. Nicole would like labels to be dropped in the “Box Tops” box in the parent room (or given to your child’s teacher). All labels go in this box: Labels for Education, Box Tops and Tyson labels. Sometimes there are promotions on certain items and they have bonus points! Contests are not being run throughout the year, but house colors are being recorded and given to Mr. Middlin. So, please place the house color on the bag when you send them into the school – student name and teacher are not necessary. Thank you!

h. Box Top Team Leader needed....Lisa Egmon has offered to take on the box tops for the year. Please submit them along with the Labels for Education (above). If possible, separate the labels into a different bag than the Box Tops. More information to come. Visit the website for Lisa’s contact information.

i. Kim Kratzer - car decals will be here by the next meeting; there has been a problem getting the logo and artwork approved. We are also setting up an apparel website that we can have for other items – spirit wear. Some will be dress code, and other ones will not.

j. Childcare for the PTO meetings is being covered by a parent for \$20/time; also, Arbor Prep high school students earn volunteer hours for helping with care.

k. Non-profit status update.

Jen said that we are now tax-exempt. A tax-exempt number can be given for PTO purchases. Also, due to our non-profit status, we have a reduction in our Square rate (Square is a program where we can accept credit cards, payable to the PTO, thru our smartphones). The rate was 2.75%, and it has been dropped to 2.2%.

VI. Open Floor

*Keri Middaugh wants to work towards the Michigan Green School certificate. She has been talking to Mrs. Morad, Student Council, etc. to come up with a plan. See her ideas on the website under Teams/Green Team.

*Thank you to all of those who came to the PTO meeting last Thursday! We had 3 drawings, and the winners are:

1. TEACHER: Ms. Brown received a \$10 Target gift card - thanks to Grant Brademeyer's mom attending the meeting.

2. JEAN DAY: Erin Gowell won the Jean Day drawing for her children.

3. NEW MEMBERS: Khader Pinjari received a \$10 Target gift card for being a new member who attended the first meeting.

*Nancy said that next Wednesday at 8am in the Parent Room is the hospitality meeting.

*Kim Kratzer said that if you have any fundraising ideas, let us know or fill out the Contact Us form online at SouthArborPTO.com.

*Liz said that she picked up some clearance items at stores. She is saving the items for when we have an auction – it will make it easy and cheap to put together a basket to auction off for a profit (to benefit the PTO). Great idea Liz!

VII. Closing

VIII. Next Meeting

October 11, 2012 at 6pm in the music room.

