**Minnewashta Elementary PTO Meeting Minutes**

**January 16, 2018**

6:30 p.m. to 7:40 p.m.

**PTO Present:** Melissa Uittenbogaard, Victoria York, Barb Seifert, Andrea Bach, Cindy Andress, Jessica Dronen and Kim Mortensen (Secret Shop Coordinators)

**PTO ABSENT:**  Rachel Turnbull, Carrie Allerding, Erin Marasco,

Brandi Virgin, Erin Nelson.

*Melissa Uittenbogaard called the meeting to order at 6:30p.m.*

1. **Welcome and introductions, Melissa Uittenbogaard**

Melissa moved to approve the December 2017 minutes. Motion approved.

**II. Brandi Virgin, Treasurer, Treasurer’s Report**

Program Updates

Income

Birthday Books Income $105

Fall Boosterthon Income $194

Secret Shop Income $5,953

Total Income $6,252

Expenses

Boosterthon Expense $196

Secret Shop Expense $4,701

Other School and Community

Expense (Family Service Night) $272

Other fees (RevTrak, Intuit, Sign Up

Genius) $43

Petty Cash In and Out (Secret Shop)

Net $0 from November $243

Total Expenses $4,970

**III. Secretary’s Report, Vicki York**

I will send Thank you notes to Secret shop Chairs and our major Corporate Sponsers.

**IV. Barb Seifert, Fundraising Director**

Nothing to report.

**V. Andrea Bach, Co-Vice President**

An Enrichment request has been submitted by Sylvia Townsend, a 3rd grade Spanish teacher. The request is for headphones for the classroom that will work with Chromebooks and iPads without adaptors. The cost is $1,321.20 for a set of headphones for each classroom.

The request has not been approved as of yet. Waiting for more more information.

**VI. Jessica Dronen and Kim Mortenson, Secret Shop Chairs**

The Secret Shop was not as profitable this year compared to last year. There is quite a bit of children’s gifts leftover. Which could be used next year. One of the problems is storage for the items. There is no storage available at the school so the Chairs have been storing items at their homes. Here are the final numbers:

Final Deposit $5,952.50

Expenses $6,705.94

Net -$753.44 (plus Melissa’s $40.00 Vendor fee)

-$713.44

**VII. Melissa Uitenbogaard, President’s Report**

District news - Dream Makers will take place on February 10th 2018. General tickets are $89 and VIP tickets are $149 and are on sale now.

The theme this year is Glow Night.

Again, we are still in need of volunteers . A Sign up genius is sent out for volunteer opportunities. Please take a moment to view it and volunteer if possible.

There are PTO Board positions that need to be filled for the 2018-19 School year. Please talk to any board member for more information.

*Meeting adjourned at 7:50 p.m.*

*Respectfully submitted by Vicki York, co-secretary*