

## **Oregon PTO Meeting**

November 4, 2003

6:30 P.M.

Minutes

**Attendance:** Kris Pearson, Peggy Bakken, Donna Wright, Janine Bessemer, Mary Jo Romero, Britney Smith, Amy Miller, Donna Prew, Teri Mills, Jane Peschel, Amy Hermus, and Peggy Koenig.

### **Secretary Report**

Correction to the October Minutes: The PTO received \$200 in donations. Teri Mills made a motion to approve the corrected October Minutes; Janine Bessemer seconded. Approved.

### **Treasurers Report**

Jamie Okonek was unable to attend but sent the Treasurer's Report. She noted that the total of "Sales –gift wrap sales" does not reflect how much we made because we haven't yet paid the fund raiser expenses. Donna Wright made a motion to accept the November Treasurer's Report; Donna Prew seconded. Approved.

### **Fund Raising**

*Selling Oregon apparel:* Donna Prew reported that when people picked up fundraiser items, many were interested in purchasing the t-shirts and sweatshirts that were given as prizes. She received approval from the District to sell the items. She would like to have the items on display at the Parent Teacher Conference nights, November 13 & 20 so people can order them and have them in time for the holidays. Britney Smith suggested operating like a store – having the items on hand for people to buy at all PTO events. Donna said the company needs three weeks to make the order, so we couldn't do it in time for the conferences. Teri Mills recommended limiting the choices to make the sale easier. She also felt the PTO should make money on the products (instead of selling them at cost as we discussed last month). Further discussion continued about exactly what to sell (colors, styles, screen print or embroidery, quality of sweats, etc). The PTO will also order extra items to sell at upcoming PTO events like the Art & Science fairs and Family Fun Night. We decided to leave the final decisions to Fund Raising, and Teri Mills made a motion: Fund Raising will sell Oregon apparel; there will be four choices (t-shirt, long-sleeved t-shirt, crew sweatshirt & a hooded sweatshirt) with the same design, all black. Janine seconded the motion. Approved.

*Milk cap program:* Donna Wright received approval from the District for the PTO to collect milk caps from Kemps and Morning Glory. The PTO will receive five cents per cap and kids can drop them off in the school libraries. The District denied our request to also collect the Kwik Trip Milk Moola caps because the Oregon Band Boosters are already collecting them. Band is for students in grades 5-12, however, so Donna talked to the head of the Band Boosters and received her permission for us to collect the caps too. A flier will go home to parents soon.

*Boston Store fundraiser:* Donna Prew looked into a fund raiser at Boston Store selling store coupons, but it began in mid-October. She may consider it for next year. Kris Pearson suggested we also consider gift wrapping during the holidays at a mall as a fund raiser next year.

*M&M Fund Raiser profit guarantee:* Amy Hermus reported that the fall fund raiser came in short of expectations. Last spring, when the Fund Raising Committee was considering whether or not to use M&M this fall, Mike Muscanero guaranteed that if we did not hit our projected numbers, he would guarantee that we would make \$19,000. We only made \$14,000. He hand-wrote this guarantee at the bottom of the contract we signed. Amy and Janine were concerned about taking the money from him and were unsure what to do. The group felt strongly that we had taken Muscanero's advice by combining the gift wrap and frozen food sales, which he assured us would be the most profitable approach. It was a business decision on his part that persuaded the PTO to sign with him. It was a deciding factor in our doing business with him after several years of declining sales. He should honor the contract.

### **Publicity**

Teri Mills asked that the Operation Joy flier and newsletter articles specify that only *new* toys and gift items be donated. Kris Pearson asked if anyone had tried the Yahoo website for PTO discussions (an easier, more convenient tool than multiple email messages) that Mike Kiffel had recommended. She said it's easy to use and has a nice voting feature. Peggy Bakken asked if people felt comfortable with this technology and most did. The next time we need to discuss something outside of a meeting, we'll try it.

### **Artist in Residence**

At PVE, the artist in residence signed the contract and will begin work in December. At NKE, kids have been bringing in food containers. Courtney Odorico will start working with grades K-2 building a city with the containers in the little gym. She will work with grades 3-4 to develop a design that may be incorporated into the school architecture (if there's money). She will set up a studio in the cafeteria so kids can watch her work.

### **Assemblies**

Jump Rope Warriors are scheduled for November 24. Britney would like to sell jump ropes to the kids before and after the Assembly. She has a friend who can sell them for \$1.90 each. She discussed different ways to handle the orders, and the group approved her decision to sell them for \$2 each. Amy Hermus announced that Dr. Shakashiri is set for January 16.

### **Old Business**

*Memory Books:* A rep. from LifeTouch talked to Jane Peschel about offering school pictures in the spring. The PTO would receive a profit from sales and could use this money to purchase Memory Books for student's who cannot afford to purchase one. Jane talked to District Business Manager Andy Weiland and he said picture day had been moved to Registration for two reasons: Because staff and students needed photo ID cards at the beginning of the year, and to keep the photo sessions out of the school day. He

said if we offer spring photos, they would have to be done after school. Teri Mills said spring photos were offered once several years ago and parents didn't like it. They felt pressured to buy more photos. Parents are already pressured to buy photos for every sport and activity their child participates in. For these reasons, we declined to have spring photos. The PTO still felt it was important to provide Memory Books for all students. The cost will be \$5 each; last year, each school received approximately 50 Memory Books. The group expressed concerns about how to really determine student need. Information about which students qualify for free lunches is strictly confidential and cannot be accessed. In the end, Kris Pearson made the following motion: The Memory Book chairs at PVE and NKE, working with the school principals, will use their discretion about how many Memory Books to purchase, not to exceed the \$853 profit from the fall photos. They will confer with PTO Treasurer Jamie Okonek about which funds to use. Amy Hermus seconded the motion. Approved.

**Adjourned:** 8:10 p.m.

**Next Meeting:** Tuesday, January 6, 6:30 p.m. at NKE library