

GULL LAKE MIDDLE SCHOOL PTSO

Meeting Minutes

June 5, 2019

In attendance: Sara Blow, Kristen Kern-Beaver, Janet Romyak, Dr. Carmen Maring, Carolyn Glaspie, and Sharon Heikka.

- I. Call to Order
 - A. Sara Blow called the meeting to order at 9:19 a.m..
- II. Secretary Report - Janet Romyak
 - A. Motion to approve the May Minutes made by Kristen Kern-Beaver and seconded by Carolyn Glaspie.
- III. Principal's Report - Dr. Maring
 - A. Dr. Maring started off with the activities coming up: Spring Fun Night 6/7, 8th Grade Recognition 6/10, and some classes will have exams on the half days next week. Dr. Maring mentioned that exams will not be given early and students will have to come back to the middle school during the summer to finish their exams before getting their grades if they miss the exam.
 - B. Kristen Kern-Beaver asked if we could get a location in the school to keep our PTSO supplies and donations? Our current location will need to be cleaned out for next year's school supplies. Carmen will look and let us know.
 - C. Next year's field trips are in discussion with the middle school staff. Currently the 8th grade field trip to Michigan Adventures is up in the air, 7th grade field trip will no longer go to the Holocaust Museum and will start to focus on the STEAM initiative, and the 6th graders still plan to go to the IMax Theater and John Ball Zoo.
 - D. Back to School Open House will be Monday, August 26, 2019, 5:30-7. Carmen is open to feedback to make this a better experience, please email cmaring@gulllakecs.org with any input.
- IV. President's Report - Sara Blow
 - A. Sara Blow created a Dashboard Spreadsheet that will automatically update information inputted into the spreadsheet. This will make it easier to see exactly our profit every month and keep us on track to our financial goals.
 - B. It was decided that in all instances of funds being handled in the coming year, we will require at least 2 volunteers at all times. As well as, viewing the deposits and withdrawals made for the month.
 - C. We will be doing an end of the year non-profit financial audit. The board members will arrange the audit and then provide a year end report to Dr. Maring.
- V. Vice President's Report - Kristen Beaver
 - A. Please see Fundraising.
- VI. Treasurer's Report - Laura Zervic
 - A. Laura Zervic provided a copy of her report, this is a summary of it: The PTSO made \$662.32 from the towel fundraiser, \$25 donation for Grab Bags, \$9.60 from Hardings, \$1.50 in interest and \$465 from Sparkle. The PTSO gave student senate \$200 to go towards the bounce house rentals, \$554 towards the 8th grade bus and \$375.45 for the 8th grade recognition.
 - B. We will give our end of the year summary to Dr. Maring after we finish our Grab Bag fundraiser.
- VII. Committee Updates
 - A. Fundraising - Sara Blow and Kristen Kern-Beaver
 1. There were a few donations made from businesses and families for \$95 (\$25 by check and \$70 cash) donated for the Grab Bag Fundraiser. In addition, the PTSO put \$100 towards the bags approved by Sara Blow, Kristen Kern-Beaver and Janet Romyak.
 2. Kristen Kern-Beaver said our fundraisers for next year are the following: GL Towels in the beginning of August, umbrella/ blankets in September, Fudge October 15 and Grab Bags at the end of each semester.
 3. Please note that we will have a distribution day next year for our fundraisers. We tentatively plan on distribution days to be Friday so all orders must be in by Thursday at noon to be distributed out on Fridays.

4. Kristen Kern-Beaver discussed the back to school open house, 8/26. The PTSO hopes this will be a good opportunity for families to learn more about our fundraisers and be willing to participate. To increase the excitement, the PTSO will raffle off a GL towel! Chris Gobble will provide a beautiful poster board and a donation box, we will have volunteer sheets and half sheet flyers to hand out with our PTSO email, facebook and events.

VIII. New Business

A. Officer Elections

1. As there were no volunteers, the current board will continue next year with the plan of preparing 6th grade or new parents to take over the board.
2. We nominated and elected Sharon Heikka to head up all aspects of the field trip planning and implementation for next year and will be the only touch point for the staff. Sharon will direct the treasurer when she needs checks cut and deposits made.

IX. Adjournment

- A. The meeting was adjourned at 10:22 a.m..

UPCOMING DATES:

Fun Night - June 7

8th Grade Recognition - June 10

Middle School Open House - Aug 26

Next Meeting - Sept 2019