



Executive Board Meeting Minutes  
5/3/23 at 3:00 pm

Attendees: Will Hurst, Bridget Westerfield, Wendy Puls, Angela Stoecker, Jessica Read, Kristin Franks, Stacey Johnson, Elizabeth Farr, Jennifer Niesse

1. Board of Directors for 2023-2024 school year
  - a. Develop committee sign-up sheets to get teams for specific committees that need extra hands. To be used at General PTO meeting.
2. Committee updates
  - a. Dine to Donate
    - i. Portillo's (\$80), Papa John's (\$88), uPaint (\$82), Torchy's, Hope & Anchor (Create to Donate)
    - ii. Next up: 5/23 – Torchy's
  - b. Staff Appreciation – Teacher appreciation week (5/8-5/12)
    - i. Monday- Donut breakfast
    - ii. Tuesday- Tea & Cookies- McAllister's
    - iii. Wednesday- Popcorn bar
    - iv. Thursday- Chicago's Pizza
    - v. Friday- Dessert bar
  - c. First Day, Staff, & PTO t-shirts for next school year
    - i. Teacher pick- Heathered Navy
    - ii. PTO pick- Light heather grey
    - iii. First day shirts- solid color tie dye shirts- need to order now to have the supply available
  - d. School Supply Kits
    - i. Need to put out road signs around the pickup/drop-off line
    - ii. Will send home flyer again in a week
    - iii. Send out a Parent Square notice
    - iv. Numbers sold to date: K-9, 1<sup>st</sup>-7, 2<sup>nd</sup>-8, 3<sup>rd</sup>-15, 4<sup>th</sup>-15 (online)
  - e. Roadrunner Festival – May (5/19)
    - i. Food trucks booked
    - ii. 3 blow-up activities
    - iii. Volunteers – sign-up in Newsletter & re-posted on FB
      1. Send Parent Square with remaining volunteer spots still needed
    - iv. Silent Auction/Raffle items – baskets being put together tonight!!
    - v. To purchase: drinks (waiting to see if we get Meijer donation), line barriers-done, cotton candy powder-done, popcorn-done
    - vi. Vendors attending –15-20 – Need tables/chairs for all
    - vii. Ticket Sales – Cheddar Up, will need QR code made and cash on hand
      1. Security – Will to reach out to FPD

viii. Flyer, FB post, etc. – Completed

3. Budget Update – Wendy- budget sheet provided

4. Sponsorship – Jessica

- a. new grant opportunity to apply in June with FORUM Foundation
- b. discussions opened with Hamilton County Soil & Water Conservation.

5. Summer Executive Board Meeting- July 25<sup>th</sup>

6. Other upcoming dates:

- a. August 2<sup>nd</sup> or 3<sup>rd</sup>- Kindergarten Parent Night (TENTATIVE- waiting on dates for Before the Bell)
- b. August 6<sup>th</sup>- First day shirt pick up
- c. August 7<sup>th</sup>- Open House and first day shirt pick up (TENTATIVE)
- d. August 16<sup>th</sup>- First executive board meeting
  - i. Moving meetings to 2<sup>nd</sup> Wednesday of the month- except first meeting because it is the first day of school
- e. August 30<sup>th</sup>- first General PTO Meeting

7. Principal Updates

- a. Outdoor Learning Space – Vibrant Outdoors quote
  - i. Will determine how fundraising is going after Festival numbers come in. May see if we can pay 2/3 of quote now and remainder after Roadrunner Rock fundraising in the Fall.
- b. Library Speakers Consortium - \$860
  - i. Voted to pay for this project out of Extracurricular budget