



July 10, 2109
PTO Board Meeting
6:15pm
Conference Call

Call to order:

Meeting called to order by PTO President, Ken Sorey, at 6:15pm. 7 members present. Quorum is 4. Quorum is met.

Agenda Items:

1. Review of Financial Commitments

Ken explains that we have a budget this year of \$80k, with renewed interest in fundraising and commitment to participation. \$21k of the budget is earmarked to pay for Ms. Rogers the librarian, due to cuts from the district, though there might be some additional funds from the school to free up some of that money (no confirmation of this from Mr. Avent). There was a grant that expired that paid for the afterschool program, particularly for Mr. Latimore's salary. The school is paying to employ him part time next year, but is requesting \$25k from the PTO to employ him full time as he is now. That expenditure was not included in the budget.

Naomi adds that over the past couple of years the PTO has underspent budget: by \$25k in 2018/2019 and by \$18k the year before. As such, we have a fair amount of cash in bank--more than the organization is obligated by the by-laws to have. PTO could use these "rainy day funds" if we cannot fundraise enough to cover Mr. Latimore's salary this year.

2. Vote on Approval of Funds to Support the Afterschool Program

Ken indicates that requests to pay for/supplement the library and afterschool programs may be requested again in coming years. He states we should not commit to fund these costs going forward, but we should plan on how we could. We should work with the organizations on a sustainability plan. We have enough cash reserves and potential to fundraise to commit to the \$25k for Mr. Latimore full time this year. We need to create a plan for the future for these positions.

Ken Sorey made a motion to approve a one-time commitment to provide \$25k to support hiring Mr. Latimore as a full-time employee for the coming school year, with plans for the PTO to fundraise for the future of the program. Naomi Levy seconded. The motion was passed.

3. Vote on Adding New Members to Board

- VP Academic Enhancement (Music) – Laura Wedderburn
- VP Facilities / Health and Safety – Bobbi Banineau-Lounds
- VP Fundraising (Partnerships) – Susanne Carr
- VP Technology (Webmaster) – Katherine Falk
- VP Campus Culture – Linda Hamilton
- VP of Volunteer Coordination – Ashley Dunning

We have several people to vote on to the board, either new or switching positions/splitting roles. VP of Campus Culture (interfacing with teachers and administrators plus building culture) is a new position that needs to be added to the by-laws.

Open roles: VP Programs, Parliamentarian, Auditor. Continue to work to diversify the board.

Ken Sorey made a motion to add the new members to the board and to add VP of Campus Culture to the by-laws. Trudy Brown seconded. The motion was passed.

4. Miscellaneous

Ashley to send out an email for help with registration. The team wants to be proactive with getting contact info at registration plus getting info out about meetings and events. There will be a table for PTO, plus hope to have a flyer to hand out while people wait in line.

Board members should get in touch with Ken and Glen for access to the PTO position emails. It is best practice to use that email for PTO business so that we have records for future board members.

Meeting adjourned: 6:45pm

Board Members Present:

Ken Sorey - President

Elisa LeBlanc - VP Academic Enhancement (Mini Grants)

Katherine Falk – VP Technology (Webmaster)

Trudy Brown – Recording Secretary

Ashley Dunning – VP Volunteer Coordination

Naomi Levy - Treasurer

Linda Hamilton – VP Campus Culture

Glen Alvarez – VP Technology

Laura Wedderburn – VP Academic Enhancement (Music)

Minutes prepared by: Trudy Brown