

Meeting Minutes

Trinity Lutheran PTO

Date: 9/21/2023

Location: Trinity Lutheran School, Founder's Hall

Meeting Called to Order By: Angela Kirschner, President **Time:** 7:50 AM

Attendance: 11 including Officers

Minutes:

Mission Statement: To build community and support teachers and faculty and to enrich the educational experience of the students, all while showing Christ's love to those around us.

Board Updates

- President: Angela Kirschner
 - Opening prayer, meeting introduction
 - Thank you to Nick Schuerman for donating a brand new movie screen to Trinity PTO
 - Dress down day for PTO this Friday the 22nd - proceeds go towards our Hospitality Program
 - 501c3 update: finalized paperwork and turned in last week. Allows tax exempt status and companies prefer it for donations.
 - PTO Website update: our website is a subsection of the main Trinity site and will include link to Trinity gear (provided by Sports Bling and Things). Mrs Irby is our contact for the site.
 - Spiritwear purchasing: Sports Bling & Things (www.azsbt.com) has Trinity PTO link on webpage (separate from Trinity school orders/designs). Use code 'Trinity' for free shipping. **Ideas for Trinity Parent shirt designs?** Considering contest around this.
- Treasurer: Krystal Bolf
 - Taxes: getting ready to file; year-end was 6/30/23.
 - **Any reimbursements from last year need to be submitted by NEXT FRIDAY (9/29)**
 - Reimbursement forms MUST be completed and are available in the PTO box in office

Coordinator Updates

- Room Parent Coordinator: Stephanie Long
 - Not present. Angela provided update in lieu of
 - All room parents have reached out to families and program is going well
 - Preschool room parent: Lily volunteered to be liaison and will provide a newsletter and share birthdays to help celebrate staff. Consider alternate method for communicating supply/donation requests.
- Watch DOGS Coordinator: Bill Kirschner
 - Not present. Angela provided update in lieu of

- Donuts with Dad was a GREAT turnout with increased participation over last year and more donuts provided (32 dz donuts and 22 dz donut holes)
- Gained a few additional dads; more is better!
- Fundraising Coordinator: Tania Collister
 - Kona Ice was a great success! Everyone loved it.
 - Chipotle Night is next week; flyers go home Monday
 - Butter Braids sales will take place mid-October; recommend online orders vs forms
 - NEED VOLUNTEERS to help distribute braids when they arrive around 1pm on Nov 15th
 - Possible Panda Express night. Benefit is that it's nationwide and give 28% back. Considering the week before Thanksgiving, if available.
 - Possible wreath/tree raffle or auction, possible to coincide with Christmas-themed family movie night. PTO may provide "blank" trees or wreaths to those wanting to make one to donate.
 - 501c3 needs to be approved before hosting raffle or may need to be sponsored by an organization with a 501c3 (restrictions exist around organizations hosting raffles).
- Hospitality Coordinator: Jenny Sullivan
 - P/T Conference Meals: may do Salad & Go like we did for back to school (low cost, easy coordination); or may pick up salad bar fixings from Costco/Sams Club.
 - Shared 'Thank You' card from Mrs Blau for gift card and note sent; will send note to Mrs Lopez who just had her baby.

Upcoming Events/Fundraisers

- PTO Sponsored Dress Down Day for Hospitality - Sept 22
- Chipotle Night Fundraiser - Sept 27
- Snack Shack - Oct 6
- Butter Braids - mid-Oct
- Christmas Movie Night - *tentatively looking at week of Nov 27; may pair with wreath/tree auction/raffle event*
- Christmas Shop - Dec 6-8
- Auction - Feb 9, 5:30 - 7:00p
- Spring Movie Night
- Teacher Appreciation Week

ATTENDANCE (FOR ASHLEY'S RECORDS):

- Jenny Sullivan
- Christine Tucker
- Tania Collister
- Crystal Nee
- Chelsea McGuire
- Stephanie Culbreth
- Liz Stefan
- Ashley Hollandsworth
- Kele Doran
- Laura Dees
- Krystal Bolf