



## PTO General Meeting Minutes

LOCATION	DATE AND TIME	BOARD	In Attendance
Auxier Elementary	08/6/2025 3:30 pm	President: Kassi Truex Vice President: Melinda Weeda Treasurer: Nic McMurry Secretary: Amie Chombah	<a href="#">See attached attendance log</a>

AGENDA ITEMS	PRESENTER	NOTES
<b>Call to order</b>	Kassi	<ul style="list-style-type: none"> <li>Time: 3:34pm</li> </ul>
<b>Welcome and introductions</b>	Kassi	
<b>Old Business:</b> reading of previous PTO meeting minutes	Amie	<ul style="list-style-type: none"> <li><b>Approval of meeting minutes</b> <ul style="list-style-type: none"> <li><b>Motion:</b> Amie Chombah</li> <li><b>Moved By:</b> Jill Raj</li> <li><b>Seconded By:</b> Chelsea Goodman</li> <li><b>Vote:</b> Voice</li> <li><b>Result:</b> <ul style="list-style-type: none"> <li>For: unanimous</li> <li>Against: NA</li> <li>Abstain: NA</li> </ul> </li> </ul> </li> </ul>
<b>Events:</b> Discuss the events planned for each quarter <ul style="list-style-type: none"> <li>Q1 Sept. 5: BINGO night - 1 session               <ul style="list-style-type: none"> <li></li> </ul> </li> <li>Q2               <ul style="list-style-type: none"> <li>Oct. 14th: Leader in Me Night                   <ul style="list-style-type: none"> <li>Date is pending</li> </ul> </li> </ul> </li> </ul>	Kassi	<ul style="list-style-type: none"> <li><b>Approval of planned events</b> <ul style="list-style-type: none"> <li><b>Motion:</b> Amie Chombah</li> <li><b>Moved By:</b> Jill Raj</li> <li><b>Seconded By:</b> Kember Cotter</li> <li><b>Vote:</b> Voice</li> <li><b>Result:</b> <ul style="list-style-type: none"> <li>For: unanimous</li> <li>Against: NA</li> <li>Abstain: NA</li> </ul> </li> </ul> </li> </ul>

<ul style="list-style-type: none"> <li>▪ Staff CAL team is responsible, but PTO will be present to support, sell spirit gear/concessions etc.</li> <li>○ Oct. 25th: Fall Festival (Trunk or Treat combined with carnival) <ul style="list-style-type: none"> <li>▪ All vendors are booked and deposits are made</li> <li>▪ Unsure if it will be a trunk or treat or just a treat walk with decorated tables (safety is a concern)</li> </ul> </li> <li>○ Dec.9th: Donuts with grownups <ul style="list-style-type: none"> <li>▪ just 1 this year</li> <li>▪ Gilettes are still sponsoring</li> </ul> </li> <li>○ Date 12/12: Jingle Jog</li> <li>● Q3: <ul style="list-style-type: none"> <li>○ Feb. 27th: TBD</li> </ul> </li> <li>● Q4: <ul style="list-style-type: none"> <li>○ Apr. 24th: TBD</li> </ul> </li> </ul>		
<p><b>Fundraising:</b> Discuss fundraising plans</p> <ul style="list-style-type: none"> <li>● <b>All year:</b> <ul style="list-style-type: none"> <li>○ shirts &amp; concessions</li> <li>○ Fry's community rewards</li> <li>○ Retail partnerships (e.g. American Furniture Warehouse)</li> <li>○ Advertising banners- still waiting for district approval</li> <li>○ Birthday marquee mentions - \$10</li> </ul> </li> <li>● <b>Quarterly at minimum but possibly more frequently:</b> <ul style="list-style-type: none"> <li>○ Restaurant partnerships</li> <li>○ Q1 Aug. 21st: Papa Johns</li> <li>○ Q2-4: TBD</li> </ul> </li> <li>● <b>Fall:</b> <ul style="list-style-type: none"> <li>○ Nothing Bundt Cakes (Oct. sales with Nov. 13th deliver)</li> </ul> </li> <li>● <b>Winter:</b> <ul style="list-style-type: none"> <li>○ Reindeer Lane (similar to Gingerbread shop)</li> </ul> </li> <li>● <b>Spring:</b> TBD <ul style="list-style-type: none"> <li>○ Possible partnership with Elevate or Slick City</li> </ul> </li> <li>● Penny War - dates and details TBD</li> <li>● Celebration of Learning raffle</li> <li>● Giveathon</li> </ul>	Nic	<ul style="list-style-type: none"> <li>● There was a suggestion to look into Smile.amazon for donations from purchases, but they are no longer making donations as in the past as of 2023</li> <li>● Reindeer Lane shop discussion: <ul style="list-style-type: none"> <li>○ Items are tested 6 month prior by kids</li> <li>○ Nothing more than \$15</li> <li>○ E-wallet available</li> <li>○ Coffee machine provided to staff lounge as an incentive for booking</li> </ul> </li> <li>● Aaron Miller shared that Elevate does something during the month of the Principal and Dean birthday months - cupcake would be passed out by birthday honoree to all attendees</li> <li>● Celebration of Learning: Raffle ticket idea from April Lucas for a career day or be a teacher/principal etc. for the day</li> <li>● <b>Approval of fundraising plans</b> <ul style="list-style-type: none"> <li>● <b>Motion:</b> Amie Chombah</li> <li>● <b>Moved By:</b> Jill Raj</li> <li>● <b>Seconded By:</b> Stephanie Moore</li> <li>● <b>Vote:</b> Voice</li> <li>● <b>Result:</b></li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>○ For: unanimous</li> <li>○ Against:NA</li> <li>○ Abstain:NA</li> </ul>
<b>Financial Report</b> <ul style="list-style-type: none"> <li>● Transaction review from July 1st to present &amp; current account balance</li> <li>● Proposed Budget for Remainder of School Year</li> </ul>	Nic	<ul style="list-style-type: none"> <li>● Discussion regarding expenses exceed planned fundraising efforts - we are a nonprofit with the goal of supporting our school and promoting morale and support amongst staff, students and families <ul style="list-style-type: none"> <li>○ Nic noted this was the board's first time being on a board and that we tried to be conservative with regards to fundraising expectations and overestimate expenditures. This is a learning curve for the board.</li> </ul> </li> <li>● <b>Approval of 25-26 Budget:</b> <ul style="list-style-type: none"> <li>● <b>Motion:</b> Amie Chombah</li> <li>● <b>Moved By:</b> April Lucas</li> <li>● <b>Seconded By:</b>Kelly Krauter</li> <li>● <b>Vote:</b> Voice</li> <li>● <b>Result:</b> <ul style="list-style-type: none"> <li>○ For: unanimous</li> <li>○ Against:NA</li> <li>○ Abstain: NA</li> </ul> </li> </ul> </li> </ul>
<b>Support needs</b> <ul style="list-style-type: none"> <li>● All Year <ul style="list-style-type: none"> <li>○ Leader in Me <ul style="list-style-type: none"> <li>▪ Prize cart for classrooms to celebrate accomplished goals</li> <li>▪ Help new families</li> <li>▪ Class Reward room creation and item curation</li> </ul> </li> <li>○ Staff appreciation <ul style="list-style-type: none"> <li>▪ meals (conferences, mid year and end of the year)</li> <li>▪ Treat cart to classrooms monthly</li> <li>▪ restock coffee and snack bar in lounge as needed</li> </ul> </li> </ul> </li> </ul>	Melinda	<ul style="list-style-type: none"> <li>● A sign-up will be sent with specific needs as they arise.</li> <li>● Attendees were encouraged to note any support interest on the attendance sheet.</li> <li>● Mr. Bro noted that the book fairs would only last 4 days, so less volunteers would be needed than in previous years. <ul style="list-style-type: none"> <li>○ There will be three separate book fairs.</li> </ul> </li> <li>● Jen Edwards suggested a family kickball as a quarter 3 or 4 event. Discussion occurred regarding some safety concerns leading to student injury resulting from some overly competitive adults. Further discussions can take place in the future.</li> </ul>

<ul style="list-style-type: none"> <li>▪ PTO created a donation sign-up for families to donate treats to the staff lounge coffee/snack bar and for the treat cart</li> <li>▪ Staff appreciation week</li> <li>▪ other: TBD</li> <li>○ Community partnerships <ul style="list-style-type: none"> <li>▪ Establish funding opportunities with local businesses</li> </ul> </li> <li>● <b>Q1:</b> <ul style="list-style-type: none"> <li>○ Sept. 5th: BINGO night <ul style="list-style-type: none"> <li>▪ prepare tickets and BINGO cards</li> <li>▪ set up</li> <li>▪ spirit shop and concession sales</li> <li>▪ BINGO callers</li> <li>▪ prizes (procurement and distribution)</li> </ul> </li> <li>○ Sept. 5th-12th: Book fair volunteers (sign up will be sent out) <ul style="list-style-type: none"> <li>▪ 4 days</li> <li>▪ 3 bookfairs</li> </ul> </li> <li>○ Veteran's Day Celebration <ul style="list-style-type: none"> <li>▪ work with of teachers to plan and execute breakfast and recognition for school and community Vets</li> <li>▪ 2-3 meetings to plan between Aug. and Nov. 10th with set up/break down on that day <ul style="list-style-type: none"> <li>● First meeting: Aug. 26th</li> </ul> </li> </ul> </li> <li>○ Other?</li> </ul> </li> <li>● <b>Q2:</b> <ul style="list-style-type: none"> <li>○ Oct. 14th: Leader in Me Night?</li> <li>○ Oct. 24th: Fall Festival <ul style="list-style-type: none"> <li>▪ Prep</li> <li>▪ set up/breakdown</li> <li>▪ ticket sales/info table</li> <li>▪ Spirit shop</li> </ul> </li> </ul> </li> </ul>		
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<ul style="list-style-type: none"> <li>▪ Treat bag prep - kids who attend will be given a treat bag to collect their candy</li> <li>○ Nov. 10th: Veteran's Day breakfast and celebration set up/break down</li> <li>○ Dec. 8-12th-Reindeer Lane shop volunteers (sign-up in PS)</li> <li>○ Dec. 12th: Jingle Jog <ul style="list-style-type: none"> <li>▪ inflatables (procurement, inflate, deflate, return)</li> <li>▪ Music</li> <li>▪ snack</li> <li>▪ Safety and route helpers</li> <li>▪ Cheer runners on</li> </ul> </li> <li>○ Dec. 18th: Family Picnic <ul style="list-style-type: none"> <li>▪ Grinch visit?</li> </ul> </li> <li>○ Other?</li> <li>● <b>Q3</b> <ul style="list-style-type: none"> <li>○ Feb. 18-19th: Spirit shop during conferences</li> <li>○ Feb. 27th: Family Event (TBD)</li> <li>○ Other?</li> </ul> </li> <li>● <b>Q4</b> <ul style="list-style-type: none"> <li>○ Apr. 24th: Family Event (TBD)</li> <li>○ May 7th: Celebration of Learning <ul style="list-style-type: none"> <li>▪ PTO spirit shop</li> </ul> </li> <li>○ May: Water day volunteers (date is TBD)</li> <li>○ Other?</li> </ul> </li> </ul>		
<p><b>Questions, Input, Misc.</b></p> <ul style="list-style-type: none"> <li>● Survey results</li> <li>● General meeting frequency and time</li> </ul>	Kassi	<ul style="list-style-type: none"> <li>● It was decided that the general PTO meetings would be quarterly, with the next on Oct. 8th, 2025.</li> <li>● The meeting time was discussed and it was decided that the next meeting will be at 5pm to accommodate more working parents. It was noted that less staff would likely attend in the case of a later meeting time, but Krista Yubeta suggested a virtual option so people could still participate. The third quarter meeting would be at 3:30 and</li> </ul>

		times could be alternated accordingly if it helps increase attendance.
<b>Adjournment</b>	Kassi	<ul style="list-style-type: none"> <li>• <b>Approval of meeting adjournment</b> <ul style="list-style-type: none"> <li>• <b>Motion:</b> Amie Chombah</li> <li>• <b>Moved By:</b> Krista Yubeta</li> <li>• <b>Seconded By:</b> Aaron Miller</li> <li>• <b>Vote:</b> Voice</li> <li>• <b>Result:</b> <ul style="list-style-type: none"> <li>○ For: unanimous</li> <li>○ Against:NA</li> <li>○ Abstain:NA</li> </ul> </li> </ul> </li> </ul> <p>Adjourned: 4:35 pm</p>

## Next General meeting

DATE	TIME
10/08/2025	5:00 PM

**Minutes written by:Amie Chombah**

**Minutes approval: Pending General PTO meeting  
motion to approve on 10/8/25**