



Baines Middle School PTO Board Meeting Minutes February 14, 2017 8:15 a.m.

ATTENDEES: Karen Zylicz, Robin Warren, Sobana Rajagopal, Tracy Donovan, Gena Horak, J.J. Roberts, Sally Campbell, Melinda Slauson, Amy Sareen, Betty Yavar, Angie Roberts, Amy Lansford

CALL TO ORDER

I. Call to Order/Presence of a Quorum

Tracy Donovan called the meeting to order @ 8:19 a.m. A quorum was present to begin.

MOTIONS MADE:

- Motion to approve the January PTO Board Meeting minutes
 - Amy Sareen made a motion to approve the January PTO Board Meeting minutes
 - Gena Horak seconded the motion to approve the January PTO Board Meeting minutes
 - All in favor; motion approved
- Motion to approve the January 19-20 evote minutes
 - Amy Sareen made a motion to approve the January 19-20 evote minutes
 - Sobana Rajagopal seconded the motion to approve the January 19-20 evote minutes
 - All in favor; motion passed
- Motion to pay Tuff Shed an amount not to exceed \$6700 for an accessory shed for Boondoggle storage (including leveling ground to install)
 - Robin Warren makes a motion to pay Tuff Shed an amount not to exceed \$6700 for an accessory shed for Boondoggle storage (including leveling ground to install)
 - Melinda Slauson seconds the motion to pay Tuff Shed an amount not to exceed \$6700 for an accessory shed for Boondoggle storage (including leveling ground to install)

MINUTES:

I. Call to Order/Presence of a Quorum

Tracy Donovan called the meeting to order 8:19 a.m. Quorum was present to begin.

II. Principal's Report

J.J. Roberts

- Many successful events recently took place- Career Day, Teacher luncheon, Shrek play, and 7th grade social
- Open house is on March 1st- 5:30-6:30pm will be for 5th grade parents, 6:45pm will be the general board meeting, 7:00pm the performances will start for the 6th-8th grade parents

III. Staff Representative

Angie Roberts

- Mrs. Ford (ESL teacher) would like 62 more ESL dictionaries for the classrooms.
 - The cost is \$5.24 each; total would be \$354.12 payable to Scholastic

IV. First Vice Presidents of Fundraising

Robin Warren/Karen

Zylicz

- Box tops: competition ends this Friday 2/17
- Boondoggle: Had first meeting- Event will start at 6:00 pm; sign up forms will include waiver for photography and there will be no bag check; Sponsor packets have gone out and insurance will be purchased.
- Restaurant nights- Raising Canes-2/23, Chick-fil-A-3/27, Bahama Bucks 5/18

V. Second Vice President of Budget

Amy Lansford

- A meeting will take place in March to revise next year's budget; please advise on changes needed for next school year by the end of February

VI. Membership and Community Development Coordinator

Becky Mattson

- Not present; nothing to report

VII. Secretary

Amy Sareen

- Approval of January PTO Board meeting minutes
 - Amy Sareen made a motion to approve the January PTO Board Meeting minutes
 - Gena Horak seconded the motion to approve the January PTO Board Meeting minutes
 - *All in favor; motion passed*
- Approval of the January 19-20 evote minutes
 - Amy Sareen made a motion to approve the January 19-20 evote minutes
 - Sobana Rajagopal seconded the motion to approve the January 19-20 evote minutes
 - All in favor; motion passed

VIII. Treasurer

Darla Goolsby

- Not present; provided income statement and balance sheet for January

IX. Publicist

Anne Rotondo & Sally Campbell

- Nothing to report

X. VIPS Coordinators

Betty Yavar & Gena Horak

- January VIPS of the Month
 - Seema Weinig and Carrie Bishop for Career Day
- Laminating and poster making- should increase the budget for next year
- Ugly shoe drive- next week

XI. Staff Appreciation

Sobana Rajagopal

- February Luncheon: February 10th
 - Italian feast
- Career day update
 - Very successful

XII. Parliamentarian

Melinda Slason

- The following positions will be open due to term limits:
 - VP Fundraising- both positions
 - VIPS- 1 position (shared vote)
 - Hospitality
 - President
 - Publicity- 1 position (shared vote)

- Please let Melinda know your intentions/interests for next year by our March meeting

XIII. Old Business/New Business

Tracy Donovan

- General meeting 3/1 and 5/___
 - Upcoming donation to new middle school- discussed possible percentage of Longhorn Loot
 - Long jump pit cover, hurdles & pole vault pit- should have been approved at last night's district meeting
 - 7th grade social update- great time by all
 - Discussion about future Boondoggle storage facility- need to amend amount to include leveling the ground to install
- Motion to pay Tuff Shed an amount not to exceed \$6700 for an accessory shed for Boondoggle storage (including leveling ground to install)
 - Robin Warren makes a motion to pay Tuff Shed an amount not to exceed \$6700 for an accessory shed for Boondoggle storage (including leveling ground to install)
 - Melinda Slauson seconds the motion to pay Tuff Shed an amount not to exceed \$6700 for an accessory shed for Boondoggle storage (including leveling ground to install)

Important Upcoming Dates:

Open house and general meeting-3/1
Boondoggle - 4/28
General meeting to vote on slate & 17-18 budget- 5/___
VIPs thank you coffee- TBD
Eighth Grade Exit - 5/19

Staff Appreciation Luncheons:

4/7
5/1-5/5 Staff App Week

Meeting Dates (Second Tuesday of every month at 8:15, when possible):

3/7 (this is actually the 1st Tuesday)
4/11
5/16 (evening meeting-this is actually the 3rd Tuesday)

Meeting adjourned by Tracy Donovan at 9:37 a.m.