



**Baines Middle School PTO
Board Meeting Minutes
March 7, 2017
8:15 a.m.**

ATTENDEES: Karen Zylicz, Sobana Rajagopal, Tracy Donovan, Gena Horak, J.J. Roberts, Anne Rotonda, Betty Yavar, Melinda Slauson, Amy Sareen, Darla Goolsby, Angie Roberts, Amy Lansford, Becky Mattson

CALL TO ORDER

- I. **Call to Order/Presence of a Quorum**
Tracy Donovan called the meeting to order @ 8:18 a.m. A quorum was present to begin.

MOTIONS MADE:

- **Motion for 8th grade Troup d' Jour workshop**
 - Gena Horak made a motion to pay BMS or Troup d' Jour an amount not to exceed \$1500 for the 8th grade Troup d' Jour workshop
 - Karen Zylicz seconded the motion to pay BMS or Troup d' Jour an amount not to exceed \$1500 for the 8th grade Troup d' Jour workshop
 - All in favor; motion approved

- **Motion to pay Leonetti Graphics an amount not to exceed \$3500 for Boondoggle t-shirts**
 - Melinda Slauson made a motion to pay Leonetti Graphics an amount not to exceed \$3500 for Boondoggle t-shirts
 - Becky Mattson seconded the motion to pay Leonetti Graphics an amount not to exceed \$3500 for Boondoggle t-shirts
 - All in favor; motion passed

- **Motion to pay Houston Party Rental \$3262.50 for Boondoggle rentals**
 - Melinda Slauson made a motion to pay Houston Party Rental \$3262.50 for Boondoggle rentals
 - Karen Zylicz seconded the motion to pay Houston Party Rental \$3262.50 for Boondoggle rentals
 - All in favor; motion passed

- **Motion to reimburse Melinda Slauson an amount not to exceed \$700 for the powder for the Boondoggle color throw**
 - Melinda Slauson made a motion to reimburse Melinda Slauson an amount not to exceed \$700 for the powder for the Boondoggle color throw
 - Gena Horak seconded the motion to reimburse Melinda Slauson an amount not to exceed \$700 for the powder for the Boondoggle color throw
 - All in favor; motion passed

- **Motion to approve the February PTO Board meeting minutes**
 - Amy Sareen made a motion to approve the February PTO Board Meeting minutes
 - Anne Rotondo seconded the motion to approve the February PTO Board Meeting minutes
 - *All in favor; motion passed*

MINUTES:

I. Call to Order/Presence of a Quorum

Tracy Donovan called the meeting to order 8:18 a.m. Quorum was present to begin.

II. Principal's Report

J.J. Roberts

- AVID Program: took a field trip to Austin; very successful
- Staar testing coming up:
 - March 28th- 7th grade writing and 8th grade math
 - March 29th- 8th grade reading
- Course selections complete; verification window will be in April
- There will be 4 lunches next school year
- Discussing backpacks for next year; either string bags only or no backpacks at all between classes; will finalize after spring break
- More lockers have been ordered for next year
- Kickstart martial art program (Chuck Norris) may be implemented next year; TBD

III. Staff Representative

Angie Roberts

- Motion for 8th grade Troup d' Jour workshop
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 - Karen Zylicz seconded the motion to pay BMS or Troup d' Jour an amount not to exceed \$1500 for the 8th grade Troup d' Jour workshop
 - All in favor; motion approved

VI. First Vice Presidents of Fundraising

Robin Warren & Karen Zylicz

- Boondoggle update:
 - Registration will take place 3/21-4/4
 - Single sign ups available
 - New obstacles and new start time 6pm
 - Sponsorships still needed
- Motion to pay Leonetti Graphics an amount not to exceed \$3500 for Boondoggle t-shirts
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 - All in favor; motion passed
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 - All in favor; motion passed
- Box tops: received check from Box tops \$1235.90
- Restaurant nights: Chick Fil A- 3/27 & Bahama Bucks 5/18
- Amazon Smile: received check \$43.44

V. Second Vice President of Budget

Amy Lansford

- Working draft for 17-18 budget
 - Up poster making from \$1000 to \$2000
 - Cancel storage
 - Cancel grounds maintenance
 - Donate 50% of Longhorn Loot income to new middle school Thornton
 - Cancel tutorial buses
 - Cancel lanyards; replace with planners
 - Cancel constant contact under publicity
 - Increase directory budget

VI. Membership and Community Development Coordinator

Becky Mattson

- Emailed receipts for Longhorn Loot over \$100

VII. Secretary

Amy Sareen

- Motion to approve the February PTO Board meeting minutes
 - Amy Sareen made a motion to approve the February PTO Board Meeting minutes
 - Anne Rotondo seconded the motion to approve the February PTO Board Meeting minutes
 - *All in favor; motion passed*

VIII. Treasurer

Darla Goolsby

- Review of February Finances
 - Bank Balance: \$114,173.14

IX. Publicists

Anne Rotondo & Sally Campbell

- Make sure to send correspondence to publicity email address

X. VIPS Coordinators

Betty Yavar & Gena Horak

- February VIPS of the Month-
 - Sara Metro and Tracee Davis for 7th grade social
- VIP of the year- Sobana Rajagopal
- Laminating & Poster Making- going smoothly
- Ugly shoe drive report-success

XI. Staff Appreciation

Sobana Rajogopal

- April Luncheon: April 7th
 - Sandwiches/Wraps
- Staff Appreciation Week 5/1-5/5

XII. Parliamentarian

Melinda Slauson

- Nominating committee formation
- 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)

XIII. Old Business/New Business

Tracy Donovan

- General meeting 5/23 tentatively at 8:45am
- Upcoming donation to new middle school for 17-18 budget- 50% income Longhorn Loot
- Status of long jump pit cover, hurdles, and pole vault- on order
- Status of Boondoggle accessory building- discussion with SPRAI underway
- Clean and organize PTO closet- will discuss next meeting
- PALS thank you party- Karen Zylicz will work on this
- Revision of bylaws

Important Upcoming Dates:

Boondoggle - 4/28
General meeting to vote on slate & 17-18 budget- 5/23
VIPS thank you coffee- 5/12
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):

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

Meeting adjourned by Tracy Donovan at 9:30 a.m.