PTO Board Meeting 8/4/2015

Present: Brigitte King, Pete Keller, Shannon Valiga, Heather Thaller, Sue Groskreutz, Kerri Town, and Caley Jorgenson.

Notes:

* Approval of the expense of 155.00 for the Northview video. This was an expense approved in the previous school year.
* Taxes: **Shannon** filed for an extension and will contact Heather Bronwell and Heather Lorentz regarding a discrepancy of $1830.00
* Bank changes: **Shannon** will be moving forward with switching the bank to Spire.
* **Heather** and **Colleen** can double check the by-laws regarding need for taking formal minutes at board meetings.
* Directory: **Brigitte** will follow up with Heather Lorentz and Karen Buresh regarding process for this. **Brigitte** will make form for assessment folders. We will need to recruit a volunteer for this.
* Apparel: Heather Bronwell is willing to do this again, if needed. Pete presented new designs. The board decided that the “I love NV” shirts can be printed and sold (if done in time) for open house. In the fall we will work on a new design and will roll out a round of apparel sales before the holidays. **Sue** will explore a possible printer for the shirts. **Pete** will work on the new design.
* Flyers for assessment folders were agreed upon. **Brigitte** will coordinate and send to Caley.
* Communication: Shannon worked on website. Will continue to update. We will need to close out PTO Facebook account. Also need to get access to PTO email. **Brigitte** will coordinate with Heather Lorentz about this.
* Fundraising plan:
	+ Heggie’s Pizza- fall- need coordinator but **Heather** is gathering information.
	+ Read-a-Thon- need coordinator- February
	+ Barnes and Noble- Dec 13- will coordinate with Kerri for school support. Need volunteers. **Brigitte** will coordinate with B&N.
	+ Scholastic book fair- conferences twice a year- need coordinator
	+ Dunn Brothers- **Brigitte** will follow up with owners
	+ Square One- we will decide as spring approaches, depending on other fundraising
	+ Solo’s Pizza- ongoing, second Thursday of Month, October through May. **Brigitte** will coordinate with Solo’s. May need a coordinator.
	+ Brigitte also mentioned to **Kerri** that school should look at Amazon Smile.
* Open House
	+ Flyer complete. **Colleen** still coordinating with Rita’s.
	+ Schedule: **Brigitte** 4-5; **Shannon** 5-5:30, **Sue** 5:30-6, **need help** for 6-6:30 or will leave table.