

Bridgehampton PTO Minutes

Aug 25, 2009 5:00 pm

Type of Meeting: Organizational

Meeting Facilitator: Karen Hochstedler

- I. Roll call**—Rosemary, Ninfa, Lillian, Melanie, Nicki, Cristina, Karen
- II. Financial Report**—Mel Handed out reports for June, July and August 2009
- | | |
|--------------------------|--------------------|
| ▪ Checking | <u>\$ 3,023.21</u> |
| ▪ Savings | <u>\$ 1,553.53</u> |
| ▪ WITS Scholarship money | <u>\$13,000.00</u> |
- III. Open Issues**
- **PTO Insurance**—It's agreed that we will purchase liability insurance as soon as we get all the information of costs. We'd like full coverage if it's within a decent cost range. **Melanie** will inquire with her insurance agent and **Karen** will inquire with the PTO News insurance offer and report back at the next meeting or before (via email).
 - **PTO for Spanish speakers**—It's agreed that we want to see this develop this year and will ask Victor and Ninfa if they can run organize it to work together with our regular PTO events and meetings.
 - **PTO membership**—Membership Flyers in Spanish and English went with district mailing
 - **Back to School BBQ**—Dr. Youngblood and Karen met on Tuesday and agreed to continue the Back to School night as a joint effort; District and PTO. District will get the hero and cake while the PTO will get drinks, burgers, dogs and all paper products. The date is **Thursday, Sept 24, 2009**. It's on the calendar and a flyer is being made. A sound system will be made available to announce the "way of operations for the evening" and to introduce new families and students to everyone. Fast Passes will be given to families with new students as well as families meeting the upstairs teachers for the first time i.e. new middle schoolers).
 - a) Bring tent for PTO table (set up tent with sound system)
 - b) **Nicki** will ask Loretta to make a PTO table cloth
 - c) PTO officers need new T shirts made and should wear them
 - d) Window decals are being shipped (right **Nicki**??)
 - e) Baseball caps/visors and coffee mug sale
 - f) Grill donation? **Nicki**
 - **Innisbrook gift Wrap**—begins Sept 30th and runs to Oct 14th. Assembly is preliminarily planned for Sept 23rd just before the BBQ.
 - **Picture Day**—new photography company will do pictures outdoors on Thursday, Oct 8th with a rain date scheduled for Wed, Oct 14th. **Melanie and Karen** will be there to man the fort.
 - **Movie Night**—Discussions about having an outdoor movie... the cost is around \$1000 but it works as a great fundraiser
 - **Holey Moses Cheesecake**—Karen will check if we can begin on Oct 22nd ending on Nov 5th. It's a week later then previous years, but I figure we can still get the cheesecakes the same week as we usually do.

- **Pancake Breakfast**—*January 10th—Karen checked the BHCH calendar and found that the HAH is scheduled for that same Sunday. I think they come in later in the day, but I don't know if the date will work.*
- **Disco with Elem Student Council**—*February*
- **Innisbrook chocolates**—*Do a 50/50 fundraiser with each class maybe 7th - 12th grades*
- **Ski Trip**—*In January*
- **Operation Christmas Child**—*boxes and supplies begin collecting by Oct 27th. Special Gift wrapping event can take place maybe on Nov 12th.*
- **Other events:**
 - a) *International Dinner in the Spring—get more students involved like with Alvin Ailey*
 - b) *Original Works Art fundraiser—one night event in Feb or March—Cristina will chair*
 - c) *Meet the Candidates—May*
 - d) *Year End BBQ/Softball game—June*
 - e) *WITS scholarship committee—Starting in January with applications and we should seek out contributors*

IV. New business

- a) **Purchase of Master Notebooks**—*Cost is \$20 per notebook and we can sell at cost to students on Sept 3rd or 7th. We will purchase 20 from friends at EHMS PTA.—Karen*
- b) **Role assignments**
 - *Building use forms—Ninfa*
 - *Financial business i.e. investments—Melanie*
 - *Retrieving PTO mail—Melanie*
 - *Flyers and distribution—Karen and Rosemary*
 - *Spanish translations of flyers—Ninfa*
 - *Shopping for events and keeping the cabinet organized—Melanie*
 - *Digital submissions for the website—Karen and Nicki*
 - *Advertising and writing news bites—Nicki*
 - *Other jobs*
- c) **Calendar for 2009-2010**—*Sept and Oct 09 have been made and being sent for printing*

Adjournment—6:52

Respectfully submitted by Karen Hochstedler