

MEETING MINUTES

DECEMBER 11, 2023 - 6:00PM AT SWEETSIR SCHOOL
MEETING CALLED TO ORDER BY: PTO VICE PRESIDENT: SARA VENDSHUS
MEETING MINUTES TAKEN BY: MAXINE MCGOLDRICK

MERRIMAC PTO MEMBER MEETING

MEMBERS IN ATTENDANCE

Tracy DeCresenzo, Sara Vendshus, Krista Niles, Maxine McGoldrick, Brittany Bowie, Theresa Nunes, Devin Wetherbee, Jennifer Roberts, Autumn Notargiacomo

TREASURY REPORT

Financial Status Update by Tracy DeCresenzo

- **Budget review:**

- o Balance as of 11/13/23 \$23,484
- o **Money Raised:**
 - Ski Club- \$6,839
 - Book Store- \$41
 - Donation- \$248
 - Spiritwear- \$2,471
 - Meadow Farm \$530

Total Cash In- \$10,129

- o **Expenses:**

- Website Fees- \$21
- QuickBooks Renewal- \$340
- Ski Club- \$7,040
- Book Store Purchases- \$214
- Holiday Helper- \$620
- In House Field Trip- \$553
- Grinch Brunch (decor & facility) -\$637
- Appropriations -\$3,880
- Spirit Wear Order -\$2,421
- Books (Read-a-thon) -\$998
- 1st Grade Field Trip (Read-a-thon) -\$615

Total Cash Out- \$16,719

Balance: \$ 16,894

- o **Holds/Commitments:**

- Chorus Busses (if approved) -\$370
- ESL Appropriations -\$35
- Bookstore (approx) \$900
- Holiday Event (approx) -\$1,400
- SLP Appropriations (Feb) -\$140
- Donations -\$200
- 5th Grade Field Trip -\$250
- Scholarship -\$1,000

	<ul style="list-style-type: none"> ▪ Piano (appropriation) -\$300 ▪ PreK Appropriations (approx) -\$500 ▪ GoDaddy Renewal -\$100 ▪ Sales Tax (approx) -\$100 ▪ ROK Box Appropriations outstanding -\$175 <ul style="list-style-type: none"> ● Remaining 2022 Read- A- Thon Proceeds- \$4,529
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<p>Misc. PTO BUSINESS:</p>	<ul style="list-style-type: none"> ● Spiritwear <ul style="list-style-type: none"> ○ Spiritwear Sales for the Holiday Season made \$660. ● Book Store <ul style="list-style-type: none"> ○ The PTO Bookstore will be open on Jan 19th, Feb & March. These dates will be added to the sign up genius. ● Holiday Events <ul style="list-style-type: none"> ○ Meadow Farms \$3,162.65 in profit ○ Door Decorating contest due date of Friday <ul style="list-style-type: none"> ■ Prizes: Glowstick Party for overall winner & Extra Recess for other categories ○ Giving Tree needs \$125 to be approved for Dunkin Donut gift cards to give the rest of the outstanding staff members (approved) ○ Grinch Brunch: Pivoting to a more simple plan \$5 per person \$10 cap per family <ul style="list-style-type: none"> ■ Take away any paid food & only use donations ● Social Media & Marketing <ul style="list-style-type: none"> ○ Instagram will be created by Maxine to get more attention from parents ○ Monthly PTO Newsletter will be sent home via email by the school. Maxine will create ○ Maxine asked to put the idea of Room Parents on the next agenda ● Upcoming Events <ul style="list-style-type: none"> ○ Skate Day can take place after the high school hockey season on a Friday evening <ul style="list-style-type: none"> ■ 100 people maximum \$220 per hour ■ No food, have to sell tickets before ■ Will discuss more at the next meeting ○ Game Time will do a Thursday were they give 25% of the sales to us <ul style="list-style-type: none"> ■ Discussed looking into a date during Feb vacation ■ Will discuss more at the next meeting
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The Next PTO meeting will take place on January 8, 2024 at the Sweetsir School at 6:00PM