

# MEETING MINUTES

JANUARY 9, 2023 - 6:30PM AT SWEETSIR SCHOOL  
MEETING CALLED TO ORDER BY: PTO VICE PRESIDENT: SARA VENDSHUS  
MEETING MINUTES TAKEN BY: JACLYN KELLEY

## MERRIMAC PTO MEMBER MEETING

### MEMBERS IN ATTENDANCE

Jaclyn Kelley, Tracy DeCresenzo, Sara Vendshus, Dawn Ackerman, Krista Niles, Sarah Elwell, Babette McPhail, Maxine McGoldrick

### TREASURY REPORT

Financial Status Update by Tracy DeCresenzo

- **Budget review:**

- o Balance as of 11/14/22 \$32,334

- o **Money Raised:**

- Amazon Smile- \$149
- Ski Club- \$9,022
- Book Store- \$971
- Parent's Night Out (Cash Only)- \$445
- Parent Donation- \$200
- Pentucket Bank Donation- \$427
- Spiritwear- \$4
- Back to School Boxes- \$116

Total Cash In- \$11,334

- o **Expenses:**

- Website Fees- \$142
- QuickBooks Renewal- \$340
- Ski Club- \$9,402
- Book Store Purchases- \$1,452
- Holiday Helper- \$620
- In House Field Trip- \$240
- Holiday Decor- \$247
- Teacher Gift Cards- \$260
- Key Chains- \$79
- Sparkle Gear- \$169
- Replacement Photo Stand- \$40
- Parent's Night Out- \$532
- Library Books (Read-A-Thon Funds)- \$23
- In House Field Trip (Read-A-Thon)- \$2,829
- Polar Express- \$557

Total Cash Out- \$16,933

Balance: \$ 26,735

- o **Holds/Commitments:**

- Venmo transfer (Ski Club, Sprinkles by Stacy, PNO, donation)- \$1,887
- PayPal transfer (PNO, Polar Express, donation)-\$1,186

	<ul style="list-style-type: none"> <li>▪ Bookstore - Sweetsir Dec- \$400</li> <li>▪ Library books - pending order- (\$575)</li> <li>▪ Scholarship payout-(\$1,000)</li> </ul> <ul style="list-style-type: none"> <li>● Remaining 2022 Read- A- Thon Proceeds- \$14,807.47</li> </ul>
<p style="text-align: center;"><b>HOT TOPICS</b></p>	<ul style="list-style-type: none"> <li>● <b>Spiritwear</b> <ul style="list-style-type: none"> <li>○ The PTO members discussed ways to sell spiritwear. An idea of a bulk order came up. Using a google form would be the easiest way to manage. Conferences may be a good place to set up some spiritwear, as well as Kindergarten Orientation Night and Merrimac Goes Back to School. Jackie will email Sparkle Gear to get more information about placing a bulk order.</li> </ul> </li> <li>● <b>Book Store</b> <ul style="list-style-type: none"> <li>○ The PTO Bookstore will be open on 2/3 and 3/3. These dates will be added to the sign up genius.</li> </ul> </li> <li>● <b>Re-Cap of Holiday Events</b> <ul style="list-style-type: none"> <li>○ Barewolf Brewery Parent's Night out was a success. The PTO was successful with the silent auction items. People seemed to enjoy the food, music, and socializing.</li> <li>○ Sprinkles by Stacy was a success. Fun was had by everyone in attendance. Stacy would like to come back and do another event at some point this year.</li> <li>○ The teacher giving tree was a success. All teachers got a present, and the teachers were very appreciative.</li> <li>○ Polar Express at Chunky's- The event sold out. Santa was in attendance. All guests loved the event.</li> </ul> </li> </ul>
<p style="text-align: center;"><b>Misc. PTO BUSINESS:</b></p>	<ul style="list-style-type: none"> <li>● <b>K.D.O Fundraiser-</b> <ul style="list-style-type: none"> <li>○ Flatbread night out will be 3/7/23. 10% of proceeds will come back to the PTO. K.D.O Organization will be there selling their book. A percentage of those sales also come back to the PTO.</li> <li>○ During the day of 3/7/23 The K.D.O Program will come to the Sweetsir School to do a craft and a reading with each grade level. Maggie and Amy are \$375 per hour, which would work out to \$1,900</li> </ul> </li> <li>● <b>Playground</b> <ul style="list-style-type: none"> <li>○ The PTO is looking into what is involved in getting a new play area for the Sweetsir and the Donaghue School. At this point the PTO is just gathering data and information.</li> </ul> </li> <li>● <b>Yearbook</b> <ul style="list-style-type: none"> <li>○ Sarah Elwell and Sara Vendshus will work on the yearbook this year. Tree Ring was used in previous years, and may be used again this year. It is an easy process. An idea of having 6th graders or student council help out with creating the yearbook was mentioned.</li> </ul> </li> <li>● <b>Little Caesars-</b> This is an ongoing fundraiser. Every 2 months a check will be issued to the PTO. There will be a QR Code to order. Kits can be ordered online and delivered to your house, or picked up at a location. There are a variety of kits available, including cookie kits and gluten free options. For each kit that is sold the PTO will receive \$6.</li> <li>● <b>Pizza Kits</b></li> </ul>

- 5 Daughters will be putting together pizza kits . The kits are \$20, and the PTO will be getting \$13 back for each one sold. Orders must be in by 2/13, and picked up on 2/24.
- **Sweetheart Dance**
  - Tentative Date of 2/10. Sara will look into getting the DJ from the Luau last year, as well as the Harvest Festival. Mrs. Niles will let the PTO know which school would be preferred for this event.
- **In-House Field Trips**
  - Author will be coming to the Sweetsir at the end of January or beginning of February.
  - Code and Circuit had to be rescheduled for 1/12 at the Donaghue.
- **Appropriations-**
  - The PTO would like to remind staff that money is available for them, and they should submit appropriations for what they need. Appropriations should first be sent to the Principal for approval, then sent to the PTO.
- **Additional Ideas**
  - A movie night would be fun, where students can come and watch a movie in their sleeping bags.

The Next PTO meeting will take place on February 13, 2023 at the Sweetsir School at 6:30PM