

# MEETING MINUTES

SEPTEMBER 11, 2023 - 6:00PM AT SWEETSIR SCHOOL  
MEETING CALLED TO ORDER BY: PTO PRESIDENT: JACLYN KELLEY  
MEETING MINUTES TAKEN BY: MAXINE MCGOLDRICK

## MERRIMAC PTO MEMBER MEETING

### MEMBERS IN ATTENDANCE

Jaclyn Kelley, Tracey DeCresenzo, Jennifer Roberts, Sara Vendshus, Dawn Ackerman, Sarah Elwell, Katie Dean, Maxine McGoldrick, Nancy Lambert, Kira Carroll, Theresa Nunes, Ryan Vendshus

### TREASURY REPORT

Financial Status Update by Tracy DeCresenzo

- **Budget review:**
  - Currently the PTO has just about \$28,173 in the bank.
  - **Money Raised:**
    - Spirit Wear \$16
    - Little Caesars \$36
    - KDO \$11
    - Donation \$225
    - Paypal Giving Fund \$1

Total Cash In- \$289

- **Expenses:**
  - Monthly Website Costs (Renewal and Monthly Fee)-\$ 220
  - Sales Tax- \$60
  - Police Detail (end of year fair) \$240
  - Spirit wear for MGBTS- \$600
  - Cookies for MGBTS- \$600
  - Bookstore- \$8
  - PTO Tablecloth Supples- \$26
  - K Playground Meetup \$160
  - Bins for Donaghue Closet- \$322
  - Staff Breakfast \$319
  - Copy Paper- \$50

Total Cash Out- \$2,676

Balance: \$ 25,786

- **Holds/Commitments:**
  - Plimoth Plantation in house (\$1,735)
  - 6th grade field trip & bus (\$3,900)
  - Insurance (Nov) (\$690)

Total Holds- (\$6,325)

- There is about \$25,786 available cash as of current date.

<p><b>HOT TOPICS</b></p>	<p><b><u>Summer Recap</u></b></p> <ul style="list-style-type: none"> <li>● <b>Merrimac Goes Back to School-</b> This event was a success. The cookies were a big hit. Spiritwear was overall received and sold well.</li> <li>● <b>Back to School Teachers Breakfast-</b> Tracy organized a “Back to School Breakfast” for the staff at both the Donaghue and Sweetsir School. It included some pre-packaged breakfast items, as well as K-Cups for the teachers room.</li> <li>● <b>K Playground Event:</b> Tracy put together a playground meetup for the incoming K class. It was well attended. Colored stickers were used to help identify other kids in each class. The day was hot but everyone seemed to have fun.</li> </ul> <p><b><u>Hot Topics</u></b></p> <ul style="list-style-type: none"> <li>● <b>Fall Fundraiser-</b> <ul style="list-style-type: none"> <li>○ Meadowfarms will be coming up. The dates will be 9/26-10/10. The catalogs will be coming in within the next few weeks and will be dispersed to students. The PTO will get 30-40% back from the sales of this fundraiser. The PTO would like to also post on the PTO Facebook Page an option for people to donate a monetary amount instead of participating in a fundraiser, as this seems to be a popular idea amongst the members along with explaining to parents via social media where their money from these fundraisers goes.</li> </ul> </li> <li>● <b>Appropriations-</b> <ul style="list-style-type: none"> <li>○ Appropriations will be discussed at the November &amp; March meetings. The PTO would ask the teachers or staff asking for appropriations to attend those meetings. This will also be true for field trips that we are being asked to support. Extracurriculars &amp; field trips will continue to be a priority for the PTO.</li> </ul> </li> <li>● <b>Bookstore-</b> <ul style="list-style-type: none"> <li>○ Tracy has taken over the Bookstore. She will create a Sign-up Genius to get volunteers scheduled throughout the school year. The bookstore will be on Fri 10/6, Fri 11/3, Fri 12/1. Sweetsirs bookstore this year will be done in the afternoon from 1pm-2pm during targeted teacher time.</li> </ul> </li> <li>● <b>Fall Events-</b> <ul style="list-style-type: none"> <li>○ Maxine began a discussion about what the PTO would like to do regarding the Halloween Haunted house to be put on by the Merrimac Fire Department</li> <li>○ Chief Fisher has not yet secured the buses but if he is able to Theresa volunteered to take on the lead to ensure there is something (pizza, food trucks or sweets) to keep people entertained while they wait for the bus to go back and forth to the Fire House</li> <li>○ It was agreed by members that even though the fire department and library are both putting on events the PTO can and would like to host a fall event.</li> <li>○ After some discussion the idea of Hocus Pocus themed dance was agreed on. Sara agreed to start the process of planning. Jennifer agreed to help on the committee.</li> <li>○ Stephanie Dembro said that hosting this dance at the Donaughe should not be a problem.</li> </ul> </li> </ul>
<p><b>Misc. PTO BUSINESS:</b></p>	<ul style="list-style-type: none"> <li>○ Jackie will look into the school store program (a link for shopping at various online retailers). It is free for the PTO to be a part of this and it has over 400 stores that families can shop at. Similar to Amazon Smiles but for more retailers. The PTO would receive a different percentage depending on which retailer. All agreed it was worth looking into more.</li> <li>○ 6th grade celebration and shirt discussion will be put on the agenda for next month.</li> </ul>

The Next PTO meeting will take place on October 16th at 6:00 at the Sweetsir School. (Change due to Monday holiday).