

## Saline High School PTO Meeting Minutes

April 24, 2018

Present Debbie Houde, Laurie Dawson, Lori Holloway, Dawn Ducca, Michelle Doran, Claudia Hambleton, Mr. Evanston

Absent: Lisa Rentschler

- I. Call to Order/Approve March 8, 2018 minutes
  - a. Dawn made a motion to approve the minutes, Lori seconded. Approved and filed.
  
- II. President's Report - Laurie Dawson
  - a. Slate Presented - 2018-2019 PTO Board
    - i. President - Laurie Dawson
    - ii. Vice President - Dawn Ducca
    - iii. Secretary - Debbie Houde
    - iv. Secretary - Lori Holloway
    - v. Treasurer - Michelle Doran
  - b. Motion made by Michelle and Dawn seconded. Slate approved unanimously.
  - c. Lisa Rentschler will continue as Grants Coordinator and Darcy Burwick will be the Volunteer Coordinator for the 2018-2019 school year as well
  - d. Review of bylaws over the summer is mandatory. A google doc has been created and we are able to make comments within the draft. We will meet and discuss after "online" discussion. Date TBD.
  
- III. Treasurer's Report (Michelle)
  - a. Budget Update
    - i. Several teacher's still owe receipts for reimbursement from grants - we have many outstanding. Laurie will follow up with Lisa to ensure that the teachers are aware they need to turn in receipts.
    - ii. Down on donations - looking for ideas next year. Self-mailer envelope is highly recommended - and should be budgeted for.
    - iii. Updated report from Michelle for end of year pending (June 8, 2018)
  
- IV. New/Old Business (Laurie)

- a. Volunteers for Prom (May 5<sup>th</sup> at The Big House) - Laurie will be sending out an email for coat check monitors (Laurie) - in overlapping shifts of 6. There is also a google doc for volunteering at check in. Questions will be directed to Michelle Doran at michelle.doran@comcast.net
- b. Graduation Date is June 3<sup>rd</sup>

Meeting Adjourned 7:15 PM