

WRMS PTO Meeting Minutes
May 4, 2010

Present: Cenanne Sanders, Candice Weingartner, Michele Beasley, Carolee Longley, Jackie Sandstrom, Grace Weingartner, Pam Miller, Deb Martinson, Tammy Guilmain

1. Welcome – Michele Beasley welcomed everyone!
2. Review March Minutes – The minutes were reviewed by all those present. Carolee Longley made a motion to accept the April 6, 2010 minutes as written and Candice Weingartner seconded the motion. We unanimously accepted the minutes as written.
3. Review Treasurer's Report – The unverified receipt of bank statement balance as of April 30, 2010 was \$1,309.48. However, on May 3rd we received a Box Tops for Education check for \$274.90 that will be deposited soon. Michele wondered about Target, Hannaford, and Ink Cartridge checks. Cenanne will check into the ink cartridge check. Our middle school office received a check. Cenanne will find double check about if the money was deposited into the correct account. WRMS office paid for today's teacher appreciation snacks from Unos. We will find out the cost and reimburse the school. Deb Martinson wrote a check for the amount due to the school at the meeting.
4. Go Green Update – Cenanne, Candice, Grace, and Carolee updated the PTO members about our progress for the "Go Green, Natural and Local" event.
5. By-Laws – Our by-laws currently say in Section 4 g "Submit the books annually, at fiscal year end, and/or upon resignation of the treasurer, to an independent Certified Public Accountant, so that agreed upon procedures may be applied to the records of the Winnisquam Regional Middle School PTO." Carolee will research to find out if there is a minimum amount of money an organization must make to require an audit or review by a CPA of our books as well as specific language that is required for by-laws. We will e-mail possible changes to by-laws back and forth to each other so that we are ready to vote on final version of amended by-laws no sooner than 30 days thereafter. Carolee will type up our current by-laws and will make proposed changes then send them out to members for review.
6. Teacher Appreciation Week – The k cup coffee, chai, and hot chocolate were great on Monday. The breakfast on Thursday will include bagels, muffins, coffee cake, OJ, apple juice, egg dish, quiche, and fruit. Tammy shared with the group the school supplies for Friday, which look super. The snacks from Unos for today, Tuesday, were delicious! However, they were a bit expensive for the amount we got. We will probably not use them in the future. Deb Martinson made a motion to amend the teacher appreciation expense budget from \$250 to not to exceed \$280. Carolee seconded the motion. The motion was unanimously passed.
7. Other – Custodian appreciation meal – We have selected Thursday, May 13th. Tammy is making lasagna and will set up for the event, Deb will make dessert, Michele will make salad, Jackie will bring garlic bread, and we will use waters that we already have. The lunch will be at 2:00 pm.
8. **Our next meeting date is June 1st at 6:00 in the middle school media center!**