

Parkview PTO Minutes

December 8, 2015

Submitted by Teri Moriva

The Meeting was called to order by President Teri Moriva @ 6:04pm

In attendance: President Teri Moriva, Vice President/Treasurer Kristina Bennett, Karen Strandt-Conroy (Principal), Debbie Bolly, Brianna McCarthy, Mary Blazier, Chrissy Stratton, Laurie Valley

GENERAL

Minutes

1. November 2015 minutes read by Kristina Bennett.
2. Brianna McCarthy motions to approve the minutes, Karen Strandt-Conroy seconds. All in favor.

Treasurer's Report

**A copy of the Treasurer's Report was handed out to those in attendance.*

1. Kristina Bennett went over new treasurer's report format
2. Laurie Valley motions to approve, Debbie Bolly seconds. All in favor.

By-Law Revision – Deposits and withdrawals

1. We discussed how money is handled after fundraiser events. There was talks about needing two signatures when withdrawing money and depositing funds within a certain timeframe.
2. After discussion it was decided that withdrawals will remain at one signature needed and the funds must be deposited within 7 days of receipt.
3. The by-law revision to be voted on at the January meeting.
 - a. "Deposits must be made within 7 days of receipt. A copy of the current bank statement must be included with each Treasure's Report."

OLD BUSINESS

Fall Fundraiser

1. Kristina suggests not to use Innisbrook next year. They are too unorganized. They had many things on backorder and didn't have the student prizes in their respective boxes. Kristina had to go through each order and then add the corresponding prize. We will look into new vendors.

Christmas Store

1. December 14-18. We talked about the schedule.

Book Shelves

1. Karen gave more detail on the library shelves.
2. Proposed purchase. 5 starter shelves and 2 additional shelving units are needed. The proposed cost is \$3174
3. Tabled

OTHER BUSINESS

Parking Lot Lights

1. There was a discussion about needing better lighting in the parking lot and lights are needed on the bus-side of the building. Karen Strandt-Conroy said she would talk with building and grounds.

ADJOURN

*meeting is adjourned @ 7:08pm.

Brianna McCarthy motions to adjourn and Chrissy Stratton seconds. All in favor.