



Monthly Meeting
May 15, 2018 at 6:30pm
Random Lake Elementary School

Attendees: Carrie Rydzewski, Jaime Utecht, Cece Dahm, Chris Tetzlaff, Jaime Birenbaum, Katie Baumann, Janice Mitchell, Lisa Masslich, Michelle Fankie

Notes:

Treasurer Report: Jaime went through Treasurer's Report. The balance in the account is \$12,332.

Administrative Professional's Day -- Holly purchased Random Lake Chamber Dollars and a card to give to each of the 3 Secretaries to show our appreciation for their dedication and hard work.

Teacher Appreciation Week -- Holly organized a luncheon on Wednesday with a Destination Appreciation travel theme. It was well received by the teachers and they were thankful.

Lost in Cyberspace -- Presentation on Internet Safety and Online Safety -- We were able to have the Chamber donate \$100 in chamber dollars to raffle off at the event. We held a reception with free refreshments and appetizers following the event. It was bad timing with being so close to fun fair, but we did the best we could to advertise-- posted flyers throughout all 3 schools and town. We advertised on Facebook and we had all 3 schools send email blasts about the event. Ozaukee Family Services did the presentation. It was good, but we wished there was a little more focus on how to keep kids safe and healthy online rather than sharing so many facts about how many kids are online. The student presentation was rescheduled for May 16. We will see if we want to do this again next year, Ozaukee Family Services is willing to come every year.

Family Fun Fair --

- Action Item: Janice will reach out to recruit volunteers for the games Sherman workers 4H (Janice tried to contact but hasn't gotten back, but we feel comfortable with how it has filled)

- Will allow middle school volunteers for games with supervision. Permission slips sent out to middle schoolers, Lisa will forward the completed slips to Carrie and Carrie will enter them into the Sign Up Genius
- Facebook posting: Carrie has given access to our facebook page to Michelle Wallace, Holly Ternes, Lisa Masslich -- Holly to post silent auction pics to advertise what we have, Lisa to post art auction items, and Michelle to post kids raffle items.
- Please make sure everyone brings necessary signage for their areas of responsibility
- Discuss credit card scanners and how to use them. Scanners will be given to the following people for credit card processing: Carrie, Janice, Michelle Wallace, Holly Ternes. If you need something charged, see one of these individuals.
- Silent Auction: American Girl Doll came in. Teachers are getting their baskets filled and to Holly.
- Our volunteer list is filling up nicely, thank you for everyone's help. Just a handful of slots left to fill.
- Tickets -- Janice has printed the tickets out for games, cake walk, and guessing jars
 - Prize tickets are gray, raffle tickets are red
- Buckets for kids raffle in storage (old office), they were missing, but have been relocated
- Set-up time on the day of the fair - 3PM setup commons; the gym will depend on weather, latest 245PM. Confirmed with Ann that we can use the gym to setup early, and it will be available anytime after 2pm.
- Starting Cash - Jamie will get 3 tills with startup cash.
- Literacy night - will allow preorder pickup and purchase that night (Thursday).
 - Jamie B to sit at the library to sell tickets 4:30-6 (Cash Box)
 - Janice will get Jamie some wristbands
 - Jamie U. will get Jamie some change (we decided not to take credit cards this night)
- Heads up PTO volunteer appreciation night for all those who served on a committee
 - This will be held immediately following Fun Fair cleanup. Everyone should bring their own beverages. Holly will host, address is: 88 King Oak Ct, Random Lake
- Assign someone to handle thank you notes and make a list of names and addresses of who should receive them - Angela to volunteer. Thank you is for Sponsors, janitor, businesses who donated a silent auction item, anyone who helped significantly. Print picture of event, photo card and mail out - handwrite message. "Thank for supporting ..." Holly will have list of donated baskets.
- Post meeting via email, group agreed to give each volunteer one kids raffle ticket as a thank you

Color Run --

Cece was contacted by Krier Foods to see if we would be willing to name the color run the Jolly Good Color Run. If we did this, we would still allow other sponsors, she is setting up a meeting with them. It was advised that Cece speak with school administration to get their opinion and that it would have to a substantial donation for us to change the name. Cece is looking for

people to help them secure sponsors. The next meeting will be on June 4th at 4:15pm in Cece's room. Carrie will give Cece access to Facebook so she can post info on Color Run.

Volunteer Appreciation Party: There will be a volunteer appreciation party for all of those who served on a committee this school year. The list below has been updated with our committee volunteers.

Committee Members for the 2017-2018 School Year:

Trunk or Treat: Michelle Wallace (co-lead), Carrie Rydzewski (co-lead), Stephanie Peplin, Jamie Birenbaum, Christine Scheurers

Elementary Movie Night: Michelle Wallace

Mother & Son Event: Carrie Rydzewski

Daddy Daughter Dance: Michelle Frankie, Katie Baumann

Family Fun Fair: Angela Haasch (co-lead), Carrie Rydzewski (co-lead), Michelle Wallace, Melissa Wilterdink, Jaime Utecht, Holly Ternes, Lisa Masslich, Katie Baumann, Jamie Birenbaum, Janice Mitchell

Color Run for 2018-2019: Cece Dahm, Chris Tetzlaff, Michelle Scheftgen, Christine Scheurers, Michelle Wallace

Meetings for Next School Year: The group decided to hold meetings on the first Monday of the month next year. We think this would be a little bit easier for everyone to keep track of. The location has been moved to the Early Learning Center. We will give that a try and see if it works, if parents bring kids, they will have an area to play in. We will alternate meeting times at 4pm and 6pm. The 4pm start time was suggested so that it is easier for teachers to attend, we understand that this makes it harder for working parents to attend-- that is why the decision was made to alternate every other month. Even months will start at 4pm and odd months will start at 6pm. We will give this a try and see how it goes, the schedule can always be alternated if need be. List of meeting tentative dates and times for next school year (these may change, not set in stone):

Monday, September 3, 2018 at 6pm

Monday, October 1, 2018 at 4pm

Monday, November 5, 2018 at 6pm

Monday, December 3, 2018 at 4pm

Monday, January 7, 2019 at 6pm

Monday, February 4, 2019 at 4pm

Monday, March 4, 2019 at 6pm

Monday, April 1, 2019 at 4pm

Monday, May 6, 2019 at 6pm
Monday, June 3, 2019 at 4pm

Officers: Carrie made a recommendation that we consider selecting a team of 4 officers to lead the group. It is understood that the reason we operate with just a secretary and treasurer is because no one wanted to take on the role of President or Vice President. Occasionally between meetings decisions for the group have to be made and it would be easier if there was a group of officers in place to make those decisions rather than one or two people making the decisions or emailing a group of a dozen people and hoping for feedback. Carrie would also like to start backing away from the PTO as her kids will be in 7th and 8th grades next year. Is there anyone willing to be a co-secretary next year and then take on regular full-time secretary the following year? Duties would include: attending and leading monthly meeting, securing meeting location, taking notes at the meeting and posting them on website, updating website, updating facebook posts, advertise for meetings, general liaison with school principals, point of contact for parents and staff, collecting and presenting Request for Funds at meetings.

Our next meeting will be Tuesday, May 15 (our last meeting of the school year) at 6:30pm at the Lakeview Community Library.