

Willoughby Eastlake School of Innovation
Parent Teacher Organization – General Meeting

Minutes: September 6, 2016

In attendance: Al DiFranco (President), Erin Sikora (Vice President), Steve Adkins (Treasurer), Craig Rowe (Communications Secretary), Dawn Obrenski-Riffle (Recording Secretary), Bill Boxler, (Past President)

Members: Katie Runyon, Hannah Oreh, Julie Nykiel, Kristen Werden, Stacey McGuigan, Jackie Hawley, Krissy Klouda,, Jeannie Fleming-Gifford, Sharon Saracen, Kathy Cogan, Maureen Frey, Kim Hace, Kelly Szakal, Christina Loparo, Stacy Fink, Julie Compton, Julie Pattie

7:05 meeting called to order—sign in sheet passed to gather member names

Introduction of Board Members, members in attendance were asked to share their child's grade level. We have a good representation of grades.

Steve Adkins presented the Treasurer's Report:

- Carryover of over \$6100.00 and "in the black" to begin new year
- No outstanding invoices

Al DiFranco presented the annual budget to the membership for approval:

- Highlights Review of budget
- Spiritwear is not a money maker, but a spirit booster for the kids. We have chosen high quality fabrics to hopefully last the students until outgrown, and so what parents pay is pretty much our cost. All ordering will be done online this year.
- This year includes a popcorn budget with \$900 planned for a new, quality popcorn machine.
- Last year we did 2 PTO teacher appreciation events, a Halloween luncheon and an end of year event for teachers and staff, as well as gave "Teacher Allocations" of \$100 to each teacher to go towards out of pocket expenses. This year we have 17 teachers, so it will be \$1700, which we hope to distribute as soon as possible after approval of the budget.
- Teacher Funding Request: teachers may ask for funds for specific things. Will discuss in a bit with Mr Woodie hopefully giving an example of what we are doing.

Erin Sikora presented the Fundraisers for the year.

- Every year we plan to hold 2 large fundraisers, for adults only
- Willoughby Brewing Company, November 4, 2016. Due to the number of at the door sales, which cause it to be larger than anticipated, this will be presale only, food bar included and cash bar available. No Chinese auction this year, but will have some raffles.
- Lavera Party Center, February 18, 2017. This is our BIG event, and will be an Oscar Theme. Wear formal gala or movie wear. There will be a Chinese auction, large raffles, 50/50 drawing, so if you know companies that want to donate, or if you can volunteer, please let Erin know.
- These two events Net us over \$10,000.00 for the students, without forcing the kids to “sell” anything.

FUN raising activities are for the kids, family oriented, and community building.

- Halloween Bonanza, still looking at locations, Oct 7-Oct 13 date range.
- Winterfest, Tentative date December 9, in the evening, 6-9 PM
- Bowling , April 8, 2:30-5:30 (Tentative)
- End of Year Picnic, Will be at Daniels Park again , May 19th in the evening.
- All of these events will have a charge associated with them, as we are big enough that we can't do “free” events anymore, but they will be nominal fees (\$3-5)
- We are budgeting to lose money for each of these.
- Volunteers are requested...we really need you!

Member brought up communication issues last year. A lot of parents were not aware of events of volunteer opportunities. Hopefully that has been corrected this year .

To recap, every month, moving forward, we will have either a FUND or FUN raising even, except for January and March.

Member asked if the Halloween Bonanza was replacing the Halloween event during the school day this year, and the answer was unknown. We are working with Brian Patrick on those details, but will go forward as though it both are happening.

- The budget was approved by unanimous agreement.

Bill Boxler presented the audit of the financials.

- Will have a final audit report by next month
- Any issues will be addressed prior to finalizing the audit
- There are a series of checks and balances set up in form of a volunteer committee
- Books are open for public review, just request them from Bill
- We ARE a non profit organization.

Steve Adkins discussed our legal status

- Filed 990-10 with IRS
- Need to file annual report with the Atty General's office because of the amount we grossed last year, we are being charged \$100 fee.
- Requested \$100 fee waiver

Josh Woodie, Music teacher presented his needs for band

The band is budgeted proportionally to other schools in the district, but the fact that they are starting fresh was not considered, so it is not enough.

- 6th grade band is in need of money for small instrument inventory
- Need for new music stands is the most pressing need currently
- 6 stands run \$288.00
- 6-12 stands would get the band through this year.
- Ultimately the school will need 30-40 stands
- We are building the band from the bottom up, so anything will help. We have no one to borrow from, nothing of our own.
- Idea was presented to do one of the 50/50 raffles to benefit the band, and it was decided that we definitely need to look into a band fundraiser

Member questioned whether the band will only go through middle school, or if it will continue through high school, but there is no answer to that yet simply because of the continual development of SOI.

November 7, 2016 @ 7:00 – 4th and 6th grade concert at Willowick Middle School. Open discussion of what the concert will entail followed, and how it ties into the Capstone.

Al reminded everyone that PTO meetings are the first Tuesday of Every Month, with the next one being October 4 @7:00

Meeting was adjourned at 8:00.