



S.S. Palmer~Parkside P.T.O.

298 Lafayette Ave. Palmerton, PA 18071
sspalmerto@gmail.com • sspalmerparksidepto.org



October 19, 2015 Minutes

The meeting was called to order by Michele O'Neill at 7:03 p.m.

In attendance: President: Michele O'Neill; Vice-President: Larissa Kimmel; Secretary: Anne Cronk; Treasurer: Melissa Hager; Principal: Mary Brumbach; 40 Members

Minutes: Anne Cronk: Minutes from September Meeting were read: A correction to Sept. treasurer report minutes, should read "report" not minutes, Motion to approve made by: Michele Gordon, second by Tiff McCauley.

Membership Update: Larissa Kimmel: 262 members to date, \$299 donations. Michele asked for all to send in membership, if you don't join you are not covered by insurance. Form is available on our website.

Treasurer's Report:- Melissa Hager: We are looking pretty good by the numbers, but our field trips will require deposits soon. As we reported in Sept. we got a new EIN # over the summer, we need to apply to become tax-exempt through the state. It will cost us \$850. We need to do this to legally not charge tax for our fundraisers and sales. A motion needs to be made to spend that money to apply. Motion made by Robert Balch, second by Sue Novak.
Motion made to accept Treasurer report by Wendi Bartholomew, second by Michele Gordon.

Committee Reports / Old Business:

- a. PTO Point system update - As suggested by members at Sept. meeting: for every hour you volunteer receive 2 points. ¼ hour increments gets half point, 30 mins=1 point. 1 point per approx. money donation with Max of \$25/ 5 points per event. Proposed to retroactive to July 1 under new officers. Show of hands for/against. Question by Brigitte White - it should start with points system- in March. Magin Gursky: should start when we are all at 0 -unfair to those who donated and volunteered in the spring. All in favor- none opposed. Volunteer time as of March 1, 2015 will receive 2 point/hour.
- b. Officer Field Trip Proposal- Officers propose that for field trips, Officers be allowed to go on their child's field trips and do not count against the number of Chaperones needed for any grade. This leaves spots open for other PTO members to go in that grade. Comments: Brigitte White- thinks it is a competition and officer should pay to go if they should be allowed to go automatically and not count points. Explained by officers, Michele and Melissa that this is to help the members not take away from them, as officers put in many hours, as reported by previous officers at last month's meeting. It is only for their child's class, not all grades. LeeAnn DeAnglis: she is grateful that she be given better opportunity to be a chaperone by this proposal. Samantha Green: Agrees, has been in the same grade as many of the officers in previous years and it makes it more difficult to get enough points to go on trips. Tiff McCauley makes a motion to approve, second by Kristi Thomas.
- c. KidsStuff Books - Melissa reporting for Jenn Tobia: as of today we have 209 books sold, waiting on a few to come back.
- d. Community Festival - Anne Cronk; The festival went really well despite closing early on Sat due to rain and flooding. We tried a new flavor this year- pumpkin. It sold well and will continue it next year. With staying open Monday we were able to sell out of all food. Sold 400 dumplings and around 500 crepes. Thank you to all that donated to help keep our cost down and profit up. Profit of \$4314- our highest yet! We are looking for people to shadow this next few years to learn the ropes and not be left to take over with no previous chairs to help.
- e. Halloween Parade - Robert Balch - *Willy Wonka & Chocolate Factory* Theme The day was a success thanks to ongoing support of parents, Many Thanks to Lang's Landscape who donated trailer/truck. 46 kids participated. We earned an Honorable Mention! Still looking for help for next year!
- f. Parkside Book Fair- Stephanie Meixell, lots of volunteers- many stayed all day compared to last year- Increased time slots to 45 mins. But they shopped quickly this year. Register /scanner system was an issue, notified Scholastic so we don't get the same system next time. \$1485 sales. \$594 scholastic dollars. Some teachers shopped with the \$40 given. Scholastic lost the "wish list" that teachers put in. She will be requesting it from teachers. Tax status in question, we need to get them our exempt status. Spring will have a family night. She will need more help in Spring Book fair due to personal conflicts.
- g. Beautification- Fall Cleanup Day - Michele- had a number of parents. Marnie & Steve Kuhns spent a few hours aside from Cleanup day to help get gardens looking so good! Parkside will be done in Spring.
- h. Apple Dumpling - Lisa Kistler - 1185 dumplings sold, \$1896 profit. Delivery went well. Lots of help thank you!
- i. Bomber Fun Run - Larissa Kimmel - Kids had a blast.. whole day went well. Thank you to all who volunteered. Kids loved the teachers racing through bounce house course! Got good feedback. Ms. Brumbach also heard good things.

Ideas for next year include more than 1 activity. Raised \$5000 at this point. Hope to reach \$7000. Prizes will come out of that amount. Next year- we need a chair to help as it will be Larissa's last year. We also made Times News front page!

- j. Spirit Wear - Michele reporting for Steph Bollinger: Orders due Wed., Oct 21. Pickup will be determined once orders are in and processed. Hope to schedule Pickup along with bracelet pickup. Forms on website. Bracelet orders can be made until Friday.
- k. Open Committees -chairs needed
 - i. Basket Social – 3 people - the previous chairs will be willing to work with you and guide. Personal commitments that they cannot chair themselves. Majority of work can be done on nights/weekends. No date yet. Want to coordinate with Train Meet as usual- Easter is March 30, So that affects planning date.
 - ii. Childcare during meetings - Still in need of help! Thank you to the volunteers we received for this month
 - iii. Community Festival -(as reported under Old Business)

New Business:

- a. Thanksgiving Food Drive - We ask members and parents to donate food that we give to families from our school. We give Admin food and they distribute. Bins will be in schools for kids to put in beginning in Nov. Donation at Nov. PTO meeting and at Michele O'Neill's house. 1 point per donation. Think Thanksgiving Foods including: cranberries, bread, turkey certificates, etc. We've fed 5 families in the past. Nov 18 last day of donations so that it can be organized and distributed.
- b. Thanksgiving Lunches - Ms. Brumbach & Jenn Sommers - Parkside Tues, Nov 17, Palmer 18 & 19. Gr 2 & 3 on Wed, Gr. 4-5-6 Thurs.. 3 volunteers per grade level needed. We will utilize Sign up genius.
- c. Clothing Swap - This Wed. Oct 21, 3-5pm - Brigitte White/Kristy Gable -We need help at 1:30 to sort, clothing swap is from 3-5pm.
- d. Shutterfly/Year Book -Kristy Gable - not many volunteers for photographers. No responses from Facebook request. Asking chairs to include a note that we need photographers for the event. And include on FB/emails that request as well. SD cards are best way to send them for yearbook. You can email to Nicki if it's just for Shutterfly.
- e. Santa's Workshop- Laura Konze - Dec 7-11. Looking into personalized items to go along with other usual items. A company makes key-chains, necklaces, ornaments. Asking \$800 to purchase items (with shipping) We sell at cost, We purchase them wholesale- we can sell at later date. To be sold at both schools. The average cost per item would be \$ 3-6. A motion is made by Sue Novak to approve purchase, Second by Stephanie Meixell. Need to make sure company is ok with us selling items- if it is a problem, we won't be able to sell other than their items.
- f. Christmas Gifts Magin Gursky- No ideas yet. Wants ideas by end of Oct. Wants product in hand by Dec 1. Bags done last year. Prefer not to do clothing because of sizes. Ideas by members: scarves or winter hats, Water Bottles, Lunch coolers, Sleeping bags - Magin wants it to help out students, wants gift to be useful, price range of \$10-15 normally depending on fall fundraising results. More info at November meeting.
- g. Palmer Book Fair & Penny Wars -Jenn Sommers - Fantastic results so far! Kids are very excited \$1181.59 to date. Runs to next Tuesday. You can come in to help your child even if all signup slots taken.
- h. Fall Festivities /School Halloween Parade in Park, Sue Novak - 10/29 Assembly at MaryJo's and 10/30 Parade. items are ordered. Students with allergies will be made special bags. Applesauce, Lizard lips stickers, water etc. Flyers go out this week. Need help at MJ's house to assemble, please request directions if you can help.
- i. Dances- 5 & 6 grade-Report by Michele for Amy Carrelli & Steph White - Dance is on 10/30, received \$185 in donations for snacks and drinks etc. Thank you to all who donated. Need help on Friday, 10/30 for 1:30 set up (no clearances needed for this part). 3-5:45 pm to chaperone. Need clearances to chaperone. Please let Steph, Amy know if you would like to chaperone. Minimum of 10 needed. To upgrade decorations they are asking for yearly budget of \$500. Would like to change theme of the last dance so it's different every other year. Member comments: Could this be just this year- in a few years ask for money to upgrade again instead of yearly \$500. Do they have storage? Do they shop post-holiday sales to get good deals? What do they do with the money donated? Magin Gursky - have officers gone to storage to see what exactly is in inventory? Dance committee asked for this amount last year- and now asking again, thinks there are newer items already in there not being used. Request is made to ask for inventory of items we have so members know what we need to buy. Jenn Sommers- a lot of items last year were broken, thrown out. Donations are used to buy food. Anne Cronk suggested to give Dance \$50 now to be able to shop after Halloween this year. And re-visit request in November after we receive inventory. Motion made by Samantha Green to give \$50, second by Dana Buck.
- j. Fundraisers:
 - i. Gift Cards – November Sale start this Wed Oct 21, ends Nov. 2. Pick up @ Nov PTO meeting. Dec. sale start Nov. 18 pick-up Dec. 16- Location TBD. Apologies for the last sale short time frame. Had a Profit of \$50.
 - ii. Vender/Craft Event- Sat., Nov. 7 - 10am-3pm
 - a. Event Set up and assistance - Michele Gordon: Set up Friday, 7-830. Need help, Sat 8am for set-up help. and during event, & selling tickets for raffle. 23 vendors, crafters. All vendors are providing basket items for raffle. Anyone still interested please contact Michele. Michele is asking for \$50 to provide crafters

with doughnuts and coffee during morning set-up, asking for a motion to approve. Motion made by Laura Konze, second by Jenn Sommers.

- b. Hot Food Donations, Kristy Gable -need volunteers to work that day, A sign up genius will be up soon. Flyers sent home next week. Kristy cannot attend event to run hot food. She will be here for set-up however.
- iii. Dine & Donate -Yearbook Fundraiser -New fundraiser! No work needed- show up, eat, we get money. We hope this is a huge success for PTO
 1. Joey B's - Nov. 10th, 11th, 12 -a coupon will be sent home with kids, you need to use this. We get \$5 for every \$25 spent
 2. Balch's Soup, Salad and More – Dec. 9th - no coupon. 15% of sales from day
 3. Palmerton Hotel - Jan 25th – 4pm to 10pm -no coupon. 20% of sales from day
 4. West End Saloon - March 8th – 4pm to 10pm - coupon needed. 20% of sales from day, coupon will come home, on website.

President Report: Michele O'Neill - Great year so far- a lot of brand new faces. We need volunteers in many places. We ask that no children be in the meeting since we have childcare. Plan on your child be in child care if they come with you. Asking for feedback on small door prizes / end of year raffle- would you like event at the end of the year, with the baskets, or prefer door prizes? Sue Novak- - keep the monies for the kids, do not spend on prizes, baskets- if its free stuff- go ahead. Please don't buy stuff. Michele commented that all the items she has given so far have not cost the PTO- they are freebies from companies. No other comments or objections.

Principal's Report: Ms. Brumbach -Asked to make the meetings short as we can because NJRS and NHS volunteers are used- so we don't want to keep them late. Thanksgiving reservations due Oct 28. Gardens look great- mulch and labor do wonders! Clearances- school district policy states must be renewed every 3 years. Unless you work in Education - the state changes it often. Fall festivities- Oct 30- kids look forward to this! Photo retakes will be Nov. 3. One check can be sent for both buildings for Thanksgiving meals. Remember- kids eat free. To add to Michele's comment on children in meetings, because we provide childcare and we discuss sensitive things- they need to be in childcare-in the interest of the kids.

Member Question & Comments: no comments
Door prizes freebie items given out

Call to Adjourn: Motion made to adjourn by Sue Novak, second by Jenn Sommers. Meeting adjourned at 8:20 p.m.

Next Meeting: November 9, 2015 7:00 p.m.