

# AEPTO General Meeting Minutes

## July 17th, 2017

### In Attendance (#):

**Executive Officers:** President Jeff Turk, Treasurer Kim Jensen, Secretary Rena Haase  
**Committee Members:** Jessica Ackerman (Book Fair), Lynzee Brenner (Art Reach), Mandy Sanders (Labels Coordinator), Beckie Legeman (Luce Labels), Melanie Simcox (Hillcrest Labels), TBD (Carnival).

**Luce Road ECLC Representation:** NA

**Hillcrest Elementary Representation:** NA

**Pine Avenue Elementary Representation:** NA

**Parents Representation:** Lesil Miller, Virginia Blandford, Rachel Good, Becca Legeman.

### I Call To Order:

A. The meeting was called to order at 6:33 p.m.

### II Reports of Officers

**A. President** (Jeff Turk). The meeting's agenda was presented noting that primary areas of discussion will be 1) Thoughts on current PTO programs, 2) Chairperson thoughts for 2017-2018 school year, one by one, and 3) AEPTO needs for upcoming year.

**B. Fun Run** (Jeff Turk will continue to chair this event). Alma's Fun Run differs from the vision of the 'Get Movin' Crew'. Jeff is ready to begin transitioning in more volunteers. He would like to teach them over the next few years how to run it successfully so they are ready to go at the 4 yr mark, when he is no longer involved in the elementary level. Overall, the Fun Run seems to be a well-received fundraiser. Donations are easily collected from friends and family near and far – both online and in check form. Expenses are a little high - he'd like to see them closer to the 10% mark. Most of the expenses come from the smaller incentives, ex: \$25 goal, etc... He will keep looking for those prizes in other areas.

**C. Art Reach** (Lynzee Brenner will continue to chair this program). Lynzee requested more help with this program in the fall. Virginia volunteered to help Lynzee as Co-chair with this program.

Many parents put their name down as a potential art reach volunteer in the beginning of the year, however the number that actually DO volunteer is low. Ways to recruit more volunteers were discussed. We will continue with the classroom packets at open house. The front door volunteer will be discontinued for this program. Emailing teachers in the Summer to see which would like to participate in the program and which need volunteers was successful and should be continued.

New suggestions: 1) a question on the fliers be added asking if volunteers would be willing to work in other classrooms if their child's class was already staffed. Agreed that would be useful. 2) Can prints be used at multiple locations to save volunteers planning time? Unfortunately, for reasons of confusion and loss of prints this is not approved by the place in Mt. Pleasant that provides the prints. 3) Instead of raising the budget, can we make it a line that rolls over from year to year? Some years we need more materials refilled than others and this would be covered. It was agreed to be discussed at the August Budget Meeting.

**D. Book Fair** (Jessica Ackerman will continue to chair this event). Lesil Miller agreed to co-chair this event with her. There is 1 event in November and 2 events in March. More volunteers are needed. Scholastic has made it easier to send out volunteer notices but we need parent help. All librarians at schools should be helping as well. Book fair is always successful in that each library receives ½ of their sales to buy new books for their library from Scholastic. Luce Rd ECLC is in need of more volunteers. Children need more one-on-one help as the children aren't always able to read or count money. We will work with Luce Rd to try to change the scheduled blocks so there are more volunteers, hopefully 3 per child, at each block. Jessica will add a graphic on the fliers so caregivers are aware that credit/debit cards are an acceptable form of payment.

**E. Labels** (Mandy Sanders will continue to chair this program with Co-chairs Beckie Legeman, Melanie Simcox, and Danielle Wernick at each school level) . Monthly contests in the schools will continue – they were successful. Campbell's Labels for Education changed requirements again – beneficial for us. We are still collecting these to turn in.

Challenges: 1) We are in need of more volunteers to help clip the labels. A) Can we ask Masonic home residents to help? This would be beneficial for us and them. B) Gratiot Commission on Aging is collecting via newsletters. They also clip before they give them to us. This is a huge help. 2) Collection worksheets from home & schools are ruining labels. Taping the labels onto the worksheets is causing issues. A) Communicate the need to discontinue use of the worksheets.

New: 1) Turn in areas at pick up/drop off areas in school. Get yard signs? 2) Freezer pop party for all schools once \$6000 collection goal is met? 3) Speaking to all principals. Maybe we can have a bulletin board in each school to show how much we have earned and how close we are to our goal. Also encouraging parents to write their child's name and teacher on each bag turned in for record keeping/contests.

### **III New/Continuing Business**

**A) Carnival** We are looking for a new chair person. Lynzee Brenner and Becca Legeman may be possible co-chairs? We will discuss at a later meeting.

#### **IV School Reports**

NA as this is a planning meeting reps do not attend.

#### **V Open Discussion**

\*In 2017 school year we brought in approx. \$41,000. The spending budget was expanded to \$48,500. We spent approximately \$45,000. Also have \$17,000 in reserved line items on the budget

Money raised in one year is for the next year. While we raised less in 2017 we have a nice cushion. This cushion is currently stabilizing as it's grown the last couple years. We are settling into a nice "groove".

\*Library and playground funds are built to a cap of \$2500 for their use. Are librarians all aware of this? Discuss in August.

\*Should we roll unused spending budget into next school year? Discuss in August.

\*Lisel – Teacher Appreciation Week. Good feedback from schools. Should we increase to \$400 for this year's budget? Discuss in August.

#### **VI Announcements**

August budget meeting on Tuesday, 8/15. 6:30 P.M. at Hillcrest.

#### **IV Adjournment**

Meeting adjourned at 8:05 p.m.