

Alma Elementary PTO Minutes

Date: Tuesday, July 23, 2013

Time: 4:00 pm

Location: Alma United Methodist

Head of Meeting: Mike Mazurek, President

Minute Taker: Jessica Ackerman

Attendees present: Mike Mazurek, Jeff Turk, Kim Turk, Sheryle Dixon, Teresa Parks, Stephanie Leppien, Mandy Sanders, Errin Thompson, Jessica Ackerman

Attendees absent: Kirsten Keeton, Sara Bonacci

Board: New members, Jessica Ackerman to take over bookfairs, Jeff Turk appointed Secretary and Web Designer, and Kim Turk to assist the President and Family Fun Dance.

Agenda: Overview of each committee and assistants needed.

Budget: Budget Meeting with teachers will be 6:00 pm on Thursday, Aug 22, 2013 at the Alma Public Library.

Committee Reports:

1. Mike Mazurek- President
 - Will not do all the work, but will make sure it gets done.
 - Would like to streamline organization by having material prepared 1 week in advance of meetings.
 - Who needs what help?
2. Jessica Ackerman- Bookfairs
 - Will reserve meeting room and child care room at the Library
 - Contact school secretaries for list of teachers and email to Jeff Turk to compose email invitation to teachers about Budget Meeting.
3. Errin Thompson- Events Coordinator
 - Needs assistant for Carnival held in May of each year.
 - Needs assistant for Art Reach, which is throughout the whole school year.
 - Kim Turk will assist in Family Fun Dance for 2nd-5th grade families. Date TBD.
 - Panther water bottles being sold at events throughout the school year.
4. Mandy Sanders- Labels Coordinator
 - New labels- Tyson, Sunny D
 - Current labels- Box Tops, labels for Education, Spartan.
 - Need to increase awareness and quantity collected.
 - Needs volunteers for each school, 3.
5. Stephanie Leppien- Bookfairs
 - 9 years on AEPTO Board, this is her last year.
 - Training Jessica Ackerman to takeover bookfairs which run at 3 schools from Jan-March.
6. Teresa Parks- Fundraising
 - Frankenmuth Fundraising and Clubs Choice Fundraising.
 - Needs 3 assistants, one for each school and 6-12 volunteers during distribution week.
7. Sheryle- Vice President, outgoing Pres
 - Last year on Board
 - Volunteer coordinating to be added to communications duties of Secretary, Jeff Turk.
8. Kirsten- Handing over Web Design to Jeff Turk.

Announcements: September 3, 2013 = 1st Day of School!!

Next Meeting: Thursday, August 22, 2013 at the Alma Public Library at 6pm. Jeff Turk will coordinate 2 child care workers.