



PTO Meeting Minutes

November 12, 2014 7-8:10pm in the TLS Library

In attendance:

Rebecca Greenidge, Chair
Michelle Smith, Finance Coordinator
Mark Strelcheck, Communications Coordinator
Jessica Riedl, Event Coordinator
LeAnne Rowe, Faculty Representative
Charlotte Walker, Fundraising Coordinator
Keeley Fryer, Parent
Donna Oden-Orr, Parent
Lynda DeYoung, Parent

Opening:

The meeting began at 7:08pm. Rebecca welcomed everyone and Michelle opened the meeting in prayer.

Devotion:

LeAnne Rowe led a devotion based upon 1 Corinthians 12, Spiritual Gifts

Amazing things can happen when we each recognize our gifts and each other's gifts and strengths and support one another to glorify God.

Rebecca, Chair:

- Rebecca proposed changes to TLS PTO By Laws. Article 4 – 6, Article 5 (Chair, Finance, Events Coordinator, Fundraising Coordinator), Article 10. All Passed. Edited By-laws can be obtained by contacting Mark at mstrelcheck@trinityportland.org.
- We are adopting Advent Conspiracy: Worship Fully, Spend Less, Give More, Love All as we head into the Christmas season.
- Advent Conspiracy correlates with our DIY Fair on December 6th
- Introduced Mark Strelcheck as Communications Coordinator and Charlotte Walker as Fundraising Coordinator.

Joy, Principal (Absent) – LeAnne Rowe on Behalf Of:

- Reminder about Bully Awareness Week: Empowering kids to stand up for themselves & others, the difference between Bystander/Bully, and clarifying between rude & mean.

Mark, Communications Coordinator:

- Motioned for PTO Leadership to Approve Meeting Minutes from September 10, 2014. Motion approved.
- Reporting an increase of over 120 Facebook Likes in 5 weeks with more interaction with posts than ever seen.
- Introduced the use of Mailchimp for delivering email messages.
- Goals of using many different forms of communication to reach the maximum amount of parents and teachers.

Michelle, Finance Coordinator:

- Overview of PTO P&L Statement of Activity as of 11/12/14
 - Did very well with our last push of fundraising with the Tiger Run.
 - Have met our budget for the PTO General Fund (\$6000) and already have overages due to funds carrying over from last year and Community Partners (Fred Meyer, Safeway, Target, etc). All money raised for field trips will be directly given to the TLS Business Office upon request for reimbursement of a field trip.
 - 27 students have not raised the minimum amount for field trip allocations. Teachers are communicating with parents of those students to acquire the necessary funds.
 - Worked with School Board about including field trip money in tuition costs.
- We have some upcoming events that are not fundraisers but will generate income: Scrip Cards, Souper Chili Cook Off, LEST Café, Michael Allen Harrison. An estimated \$3750+ is expected to come in from these events and will be allocated by Leadership Team vote at a future PTO meeting once the funds are available.

Charlotte, Fundraising Coordinator:

- Introduced herself
- Working to gather team for fundraising. She will be leading this area for the rest of this year and next. Excited and geared up for starting off right next year to go after corporate money in addition to normal fundraising.

Jessica, Event Coordinator:

- Finalizing the planning for DIY Fair. Working with Lynda DeYoung and Rebecca. Flyer to be released soon.
- February 8th is the date picked for the Souper Chili Cook Off and Talent Show
- Upcoming events before the next meeting
 - PTO Sip & Chat, Nov 18th, Dec 16th, Jan 13th 8am-9am
 - Decorate School, December 1st 3-6pm
 - DIY Gift Fair, December 6th 1-5pm
 - PTO General Meeting, January 14th 7pm

Lakesha Bunn, Volunteer Coordinator (absent so Rebecca presented information):

- Need volunteers to decorate the school for Christmas, Date Above.
- DIY Gift Fair Booth Leaders, roughly 30 ppl needed, Date Above.

Closing:

Rebecca thanked everyone for braving the high winds and cold weather.

Drawing for 2 tickets to Portland Youth Philharmonic Orchestra were awarded to Lynda DeYoung.

Meeting Adjourned at 8:10pm