

**Saint Charles Parent Teacher Organization**  
**Monday, October 22, 2012**  
**PTO Board Meeting Minutes**  
**Immediately following the General Meeting which starts at 6:30 pm**

Present: Elizabeth Wolter, Kim Shealy, Laura Frey, Deb Bahr, Diane Welch, Beth Cage, Mitch Peterson, Jeff Cole.

**1. Business**

- Group Requests to Speak at PTO Meetings – groups will be able to click on a link on the PTO website to request to speak at our meeting.
- Book Fair – Still looking for volunteers to help with the book fair. Contact Ms. Cabaya for more info.
- Upcoming Conferences – November 8 & 15
  - Child Care- will be offered at conferences. Parents will need to check their child in and retrieve them after they have finished. Each child will wear a name tag to identify them.
  - PTO Table – looking for volunteers to hand out information and to direct parents to the child care area.
  - Teacher Appreciation – Shelly Daood will be heading up this special project to let our teachers know that they are appreciated. Approved a \$50 budget to cover items not donated. Gift bags will be given out on Nov. 8.
- Art Fundraiser Update, Date: January 5, 2013 – Mrs. Sternberg is handling most of the details. We are waiting for directions. Diane will order the supplies needed for this activity. Talked about doing pre-sale tickets.
- Moose Breakfast Update – Elizabeth will research what needs to happen to make this event a success.
- School Dance Update – ECFE has not had their PAC meeting yet, so no new information.
- Spring Carnival Date April 5, 2013, 6-8pm, Next Mtg. Nov. 27, 6:30, Elem. Library
- ECFE is hosting a speaker on November 13 – teacher of the year.

**2. Officer Reports**

- President
- Vice President – decided to switch the times of the meeting and to have the board meeting first at 6:30 pm followed by the general meeting at 7:15..
- Secretary- Approval of September 2012 board meeting minutes. (Please view online)
- Treasurer-Approval of bills for website renewal. Balance in account of \$2,019.81.
- Principal – received a letter of commendation

**3. Committee Reports –**

- Membership – applications to go home with students prior to conferences
- Activities – working on the carnival
- Fundraising – working on the art fundraiser
- Publicity- notes went home with students about PTO offering child care
- Non-Profit – found out we can make the non-profit retroactive for 1 year

**4. Next General Meeting:** Nov. 26, 2012, 7:15 p.m., Elementary Library  
**Board Meeting immediately preceding the general meeting.**