

**Minutes
November 2011
PTO Board Meeting**

Board Members in Attendance:

Holly Shilstone-President
Paul Heyburn-First VP
Liz Palmer-VP Finance
Margaret Young-VP Development
Meredith Maierson-VP Internal Relations
Kef Wilson-VP Public Relations
Tina Salem-Secretary
Frances Davidson-Past-President
Sandra Ahlhorn-Chair, Budget and Finance
Christine Rodriguez-Director, Ways and Means
Ann Guerra-School Life Director
Madhuri Chilakapati-Volunteer Coordinator
Jennifer McCormick-Teacher Appreciation Director
Mary Chang-5th grade Representative
Colleen Morris-3rd grade Representative
Laura Fertak-3rd grade Representative
Nicole Andrews-2nd grade Representative
Georgi Silverman-2nd grade Representative
Liz Daniel-1st grade Representative
Sandy Shaw-Kinder Representative
Kathryn Hensey-Kinder Representative
Aminata Ojore-Faculty Representative
Alex Thornton-Faculty Representative
Kristi McCurley-Faculty Representative
Dr. Keri Fovargue-Head of School-Ex-Officio Member
Mandy Gutierrez-Assistant Principal-Ex-Officio Member

PTO Members in Attendance:

Maria Onufrow-Directory Team
Shenequa Animashaun-Spirit Store
Wendy Selvaggi-Fall Fundraiser
Natalie Cordova-Fun Run
Diane Cimino

1. Meeting called to order by Holly Shilstone, President, at 6pm.-Welcome to Mandy Gutierrez, Assistant Principal; Introductions. Fall frenzy numbers not in yet, but met/exceeded our goal-thanks to all.

2. Approval of the September Minutes-Motion by Tina Salem, Secretary, seconded, all in favor, motion passes and minutes are approved with no substantive changes.

3. Updates by the Chairs, Vice-Presidents and Officers:
 - a. Finance-Liz Palmer-No final numbers on the Fall Frenzy yet-school supplies broke even and school pictures seem to be on track to meet the budget.
 - b. Development-Margaret Young-Fall Frenzy addressed-would like to get complete plan for fundraising for the year-Wish List board donations seemed to go well-money will go to those programs.
 - c. Internal Relations-Meredith Maierson-approximately 500 people at movie night which went well.
 - d. Public Relations-Kef Wilson-website coming along-still working on email and store-open ? on yearbook production-approximate majority favors delaying production so all spring events get into the book-issue of 5th grade signing party could be addressed in different ways-perhaps a party at beginning of school year so they could come by & pick up their book.
 - e. Fall Fundraiser-Report by Colleen Morris-Net income will be significantly under budget-delivery approximately thanksgiving-discussion to be had on future fall fundraising activities.
 - f. Fun Run-Report by Natalie Cordova-Approximately 800 people registered, approximately 600 attended with approximately 350 runners. The event exceeded budgeted income predictions. Great success.
 - g. Directory-Report by Maria Onufrow-directories delivered today-numbers better than last year-with more in business ads and more spirit ads also-final numbers not yet in as waiting on some expenses. Delays resulted from limited volunteers to do the layout.
 - h. Barnes and Noble Bookfair-Report by Sandra Alhorn-November 18-19-updated schedule coming out-need volunteers-there will be 5 day period to shop online as well-online vouchers can be used by anyone. Office will do call-out reminder.

4. Update by Dr. Keri Fovargue-thanks for everything! Veterans Day program on Friday then a thanksgiving feast put on by HISD food services on Nov. 17-normal lunch times will be extended so more time with families.

5. Any other business-Welcome to Kinder Reps!

6. Adjourn-Motion made, Seconded, Meeting adjourned at 7 p.m.