**Burr PTO Board Meeting**

February 9,2022

8-10pm

Note Taker: Sonia Yung (Secretary)

**Attendees:**

* Pam Rajasekhar: Co President
* Amie Butler: Co President
* Sarah Barbrow: Education Support Coordinator
* Casey Kudesia: Treasurer
* Alyssa Haggerty: Community Coordinator
* Dave Lievens: Communications Coordinator
* Angie Kim: DEI Coordinator
* Jenn Reale: Past Co-President (absent)
* Sonia Yung: Secretary

**Minutes:**

# **1. Intro & Approval of Minutes** *( Amie & Pam)*

# *Document minutes approval for board records ( Sonia )*

* + Sonia to send out community meeting mins

# **2. Operations** *(Amie / Pam)*

* *Proposed changes to board structure*
	+ Fundraising chair has not been filled for a few years. Tough position to full but we only have Wolf Fund and Auction and events.
	+ Should we still leave the fundraising event open?
	+ Or have a second event chair and put the auction under event chairs.
	+ Need to decide and send out to the community.
	+ Wolf Fund would still be handled by the board
	+ Auction would be under events
	+ Vote would be done in May for 2 event chairs
* *SY22-24 Board Recruitment*
	+ Focus now on volunteers in the spring and then new board members at a later date.
	+ Think about specific people that might be interested in volunteering and we will regroup with a list of specific people we want to contact. Amy will make a list and put it on the drive.

**3. Budget** *(Casey / Amie / Pam)*

* *Budget update*
	+ Givebutter transfer happened
	+ Sarah Barbrow did an audit with Casey and everything is good.

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# **4. Fundraising** *(Pam / Amie)*

* *Wolf Fund Wrap Up ( Pam)*
	+ 130 families that donated, 145 donations came online 100 tipped. 37 repeat donors. 9 donations from facebook, 6 employer matches, 107 gave at the magnet level
	+ Magnets still on delay
	+ Pam putting together thank you letters
* *Auction ( Amie)*
	+ 5000 worth of donations to date.
	+ If anyone has time to take a couple solicitations it will be helpful. Amy cant solicit to certain companies.
	+ Most of the items soiclatatied by Amie so far.
	+ Next meeting tomorrow 2/10
	+ Need to enter items on the website, Amy might need help with that.
	+ No camps or teacher items this year.
	+ Event at the end? Probably won't happen because it can't be inside.

# **5. Communications** *(Dave)*

* *Buzz Redesign*
	+ Dave showed us the new Buzz format. Marta suggested single column format
	+ Volunteers at the top of the Buzz
* *Upcoming Flyers for Spring events/ Board needs*
	+ Volunteers needed next flier to distributed

# **6. Community**

* *Prioritize events through remainder of year ( Alyssa, All )*
	+ March 6th Blue Ribbon DIne in
	+ Mayfair 5/7 only has 2 volunteers. Need a description for May Fair
	+ STEAM fair ( Pam) 5 volunteers signed up and 5 for parents talks
	+ Auction no dates yet
	+ World Culture Fair 4/9 have a rain date (Angie)
	+ Staff Appreciation day ( Angie and Sarah)
	+ End of the year picnic last year ( need to look at 5th grade dates)

# **7. Diversity, Equity, and Inclusion** *(Angie)*

* *DEI Update*
	+ 2/28 pop culture
	+ March 17th book club
	+ SEPAC no updates

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# **8. Educational Support** *(Sarah / Pam)*

# *Updates from CAS, UOD, Green Team and on any other recent/upcoming activities*

* + Room parents are all good
	+ CAS programming is in place. Deb is still chair. Kindergarten parents who are interested in CAS.
	+ Green team, no updates
	+ Community garden , Mind would like grades to help
	+ Steam Fair 20 kids . Need 5th graders

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# **9. Miscellaneous Updates** *(Jenn / Alyssa / Dave)*

# *Blue Zone/Safety Discussion*

* + Sarah creates a map of the blue zone then sends it to Mindy and presents it to the board before sending the map to the families.
* *Playground Funding Request*
	+ Swing and mat Alyssa has to send a second email to get approval. To get $1500 from the city.
	+ Gaga ball pit maps need funding. Need pricing for a plastic gaga ball pit. Budgeted $6000 for gaga pit.
* *PTOC Update*
	+ Mask might go away according to the superintendent.
	+ Other than that not many updates since the community meeting.

# **10. All Other Business/ Adjourn** *(Amie / Pam)*

* Meeting adjourned at 10pm