**LIBERTY PINES ACADEMY PTO MINUTES  
May 1 2018**

**1. Welcome/call to order** Melissa Kramer called meeting order at 10:02 am

**2. Attendance**: Traci Hemingway, Anna Neal, Erin Bragg, Cathy Richter, Janine Bowker, Marty Kondal, Robyn Cebulko, Melissa Kramer, Stephanie Cross

**3. Approval of minutes**: Before approving minutes there was a correction to April’s minutes. The profit from Yankee Candle fundraiser was $3600, not $6420 as was mentioned in last month’s minutes.

Janine Bowker motioned to approve the minutes. Robyn Cebulko seconded the motion. All were in favor of approving the minutes.

**4. Sunshine chair**: Kelly was not present

**a. of the month recognition**: Bree Willman was nominated/voted as volunteer of the month for her work recruiting business partners. $21,220 was acquired in business partners so far this school year.

**5. Principal and officer’s reports**

**a. Principal’s report** Mrs. Hemingway thanked the PTO for the additional donation of $20,000 to the school. She asked that the PTO use $17000 to have the 11 year old gym floor refinished and repainted. PTO will pay the vendor directly. The remaining $3000 Mrs. Hemingway will use to purchase 10 iPads. Janine Bowker motioned to approve the spending of the $20,000 for resurfacing and iPads. Marty Kondal seconded the motion and all were in favor.

Currently all K-3rd grade classrooms have 6 iPads and 5 laptops. 4th-5th grade classrooms 3 computers in each class were replaced with new ones. Next year iPads will be added to the 4th-5th grade classrooms and then focus will be on middle grades. Currently middle school has 3 carts (one per grade level) each containing 25 laptops.

The PTO will have up to $3000 more to donate once the end of year expenses are all paid. Robyn motioned to spend that on additional iPads. Stephanie seconded the motion and all were in favor.

Mrs. Hemingway reported that the county approved hiring an elementary stem teacher and an elementary computer teacher for next year. This means students will have the following resource classes PE, art, music, STEM and library each week. In addition they will hire 2 more maintenance crew members. One will work the day shift and focus solely on the grounds and the 2nd will be night time help.

**b. President** Melissa Kramer requested that we move the summer meeting dates to accommodate peoples schedules. The June Budget meeting will take place on the 12th instead of the 5th. July’s Back to School meeting will be held on the 2nd instead of the 3rd.

**c. 1st VP Fundraising**- Melissa Woody was not present. It was reported that the carnival was a success and made a profit of $10,693. Mrs. Hemingway suggested and the board agreed that next year we move the carnival to Friday night from 6pm-9pm. Also in order to streamline things we will only use one contractor for all “jumpys”. Next year Adam Cassidy has volunteered to be the Carnival project manager. Most of the sub committees are already in place and have done this already.

**d. 2nd VP Membership-** nothing to report

**e. Treasurer-** Janine reported that we started the month with $30,005.62. We received $18,241.08 in income/donations. Our expenses were $6,467.59 leaving us with a current balance of $41,779.11.

**f. Secretary**- Erin read a thank you note from the 2nd grade team, thanking the PTO for the Souper Bowl.

**6. Committee Chair Reports**

**a. Hospitality**- Anna Neal reported that Teacher Appreciation is going really well. $800 in gift cards (some bought some donated) were raffled off to the teacher throughout the week. Sign up genius donations are all coming in. Anna reports that that will use their entire budget this week with the luncheon being the biggest cost at $1200. Sh suggested that next year numbers were based on 160 staff instead of 150.

**b. May Night of the Arts**- will take place May 10th Melissa Kramer reported that Chick fil a will be there to offer dinner. Business partners will set up form 5:30-6:00. During the band/chorus performance dinner will be provided as a thank you to the business partners. Cathy will have a spirit wear table set up to display example of new upcoming items. A general meeting will take place at 6pm to vote new board members in.

**c. Nominating Committee**- all positions are filled. 2018/2019 board members to be voted on at the May General Meeting on May 10th at 6 pm will be President Melissa Kramer, VP fundraising Bree Willman, VP membership Robyn Cebulko, Treasurer Melissa Woody, Secretary Erin Bragg

**d. School supplies**- Marty reported that everything will be delivered on August 7th. Volunteers will be there on the 8th and 9th to organize everything. All supplies will be delivered to classrooms. This is not a fundraiser, we make no money it is strictly a service to parents.

**e. Spirit Wear**- Cathy reports that the website is up and running. Orders will be taken until the end of the month.

**7. Old Business**- none

**8. New Business**- Next year there will not be a September Night of the Arts so our general meeting will need to be moved. It was suggested that we hold it during curriculum chat in the media center.

4000 band aids were donated to the clinic for next year. Thank you Baptist Primary!!

Mrs. Hemingway reported that the 8th grade trip to DC next year will take place the week of January 13. All payments will go through GreenLight tours and information will be sent out to families soon.

**9. Next meeting**- May 10th General meeting 6pm

June 12th 10am – June Budgeting Meeting

July 2nd 10 am – Board meeting to kick off the new school year

**10. Adjourned**- meeting was adjourned at 11:13am