

DRAFT – PENDING MEMBERSHIP APPROVAL**MEMBERSHIP MEETING – CENTENNIAL MIDDLE SCHOOL PSO**

Meeting Minutes For: Tuesday, March 15, 2016

Next Meeting: Tuesday, April 19, 2016

Presiding Officer: Tracy Belcher, President

Attendance: Mark present with 'X'

PSO BOARD					
<i>Present</i>	<i>Name</i>	<i>Board Role</i>	<i>Present</i>	<i>Name</i>	<i>Board Role</i>
X	Tracy Belcher	President	X	Bob Stevens	Principal
X	Dana Andresen	Secretary/Treasurer			
PSO MEMBERSHIP					
<i>Present</i>	<i>Member Name</i>	<i>Present</i>	<i>Member Name</i>	<i>Present</i>	<i>Member Name</i>
X	Kris Cardille	X	Kelly Thurmes	X	Kelly Jo McDonnell

Call to Order

Meeting called to order at 6:37pm by Tracy Belcher.

Prior Minutes

Kris Cardille moved to adopt minutes from 2/16/2016 membership meeting. Dana Andresen seconded and the minutes were adopted unanimously.

Principal's Report

Principal Stevens provided a brief update regarding postponement of the budget presentation to the April Membership meeting due to district date of 3/28/2016. He updated membership on the Alice training/evacuation and Rally points.

Treasurer's Report

Dana Andresen presented the Treasurer's report with February results:

- Primarily an expense month \$524 income and \$2,297 expense primarily program expense
- net income \$-1,772
- checking account balance \$2,993; holding account balance \$657
- March donations to date \$0
- YTD Donations - \$7,502 and expenses \$2,571

Unfinished Business

Tracy Belcher and Dana Andresen covered existing volunteer needs and made basic request for help to membership including Board positions and opened discussion to the Committee Chairs for event needs. Determined by membership it is preferred to supply funding to assist with Rotary/CAEF baskets due to lack of time/volunteer resources.

Committee Updates

1. Staff Appreciation: Kris Cardille feedback on how the event was perceived and initial donations discussed. A summary will be discussed at April meeting.
2. Groovy Art Show: Kelly Jo McDonnell provided an update. Event coming together; posters printed and put up at school and locally. Silent auction may include some student work.
3. Color Run: Kelly Thurmes provided brief update and plans for kick-off in connections. Photo shoot discussed and photos to be used for promotion. On track to date.

Updates:

Dana Andresen provided updates including a minimal supply request program support level with potential for dollars being allocated elsewhere in the PSO budget. Upcoming meeting topics and MakerSpace progress shared with the new sign pointed out. RTN attendance and need for replacement program presented. Specific In The Know request for updates by Tuesday at 12pm in order to have updates weekly through events in May was made. Andresen also shared that the Schwan's program has been transferred/updated and in on the In The Know update.

New Business:

Tracy Belcher introduced Screenagers documentary – technical difficulties prevented viewing of entire trailer. PSO will research cost/process for screening. She also opened discussion for Officer nominations. Tracy Belcher was nominated as President by Dana Andresen/Kris Cardille and Dana Andresen was nominated for Secretary /Treasurer By Tracy Belcher/Kris Cardille for 2016-2017

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New Business (cont.):

school year term. Board officer status was shared regarding work responsibilities and reduced hours to PSO in upcoming months and the need for additional help. Kris Cardille offered to help in any way she can. Bulletin board space request was shared and briefly discussed as well as requests for input for 2016-2017 program/budget.

Member Kelly Thurmes presented reminder regarding CAEF grants and the annual gala table for interested members.

Action Item Follow Up:

1. ~~Dana Andresen will complete minutes and post on website.~~
2. ~~Tracy Belcher will work with Paul Wiehe to reprint an outdoor banner for next school year.~~
3. ~~Dana Andresen, Tracy Belcher to inquire with respective resources for sound equipment for Color Run.~~
4. ~~Dana Andresen will contact Beyond Measure for screening.~~
5. ~~Dana Andresen will contact administration for verbiage to use in Color Run funding language.~~

Updated Action Items:

1. ~~Dana Andresen will complete minutes and post on website.~~
2. ~~Kelly Thurmes provide poster info/specs for Color Run~~
3. ~~Dana Andresen will put photo shoot photos on a shared site and get to Kelly Thurmes.~~
4. ~~Dana Andresen will coordinate bulletin board selection and identify volunteer to put together.~~
5. ~~Dana Andresen will issue check for \$25 to CMS to assist with event baskets~~

Meeting was adjourned at 7:55pm.

Attached: 3/2015 Treasurer's Report; financial statements are attached to each monthly Executive Board Minutes document.

Respectfully Submitted,
Dana Andresen
CMS PSO Secretary

3/2016 Treasurer's Report

	Feb.		Mar.	YTD	March
	Income		Income	Income	Comments
General/donations (incl. in-kind, interest)	\$208	General/donations (incl. in-kind, interest)	\$68	\$7,124	Scrip, AmazonSmile, Art Show
Staff Appreciation	\$316	Staff Appreciation		\$446	19 donations for staff app.
	<u>\$524</u>		<u>\$68</u>	<u>\$7,570</u>	
	Feb.		Mar.	YTD	March Comments
				Expenses	
Federal/state fees	\$0		\$0	\$504	
Program exp., operational exp.	\$2,295	Program exp., operational exp.	\$1,004	\$3,665	3178.48 Program exp. YTD
PayPal fees	\$1.26	PayPal fees	\$3.89	\$71	No transactions; only deposit and recording fees in March
	<u>\$2,297</u>		<u>\$1,008</u>	<u>\$4,240</u>	
Net Income:	<u>-\$1,772</u>	Net Income:	<u>-\$940</u>	<u>\$3,330</u>	
Checking account balance:	<u>\$2,993</u>	Checking account balance:	<u>\$2,940</u>		
Holding account balance:	<u>\$657</u>	Holding account balance:	<u>\$361</u>		
		April income to date:	<u>\$451</u>		Color Run and \$20.50 Scrip

General notes:

Change in accounting period to a fiscal school year accepted. Form990 Postcard due by 1/31/2017

\$103 Supplies

Plan for % of Color Run donations is dependent on total income - 50-75% will go to school initiative funding