

**AGENDA EXECUTIVE BOARD OF DIRECTORS MEETING – CENTENNIAL MIDDLE SCHOOL PSO**

Tuesday, June 7, 2016

**Next Meeting: August 2016 TBD**Presiding Officer: Tracy Belcher, President

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**Call to Order****Action Item Follow Up:**

1. Mail forwarded for PSO for summer season.

**Treasurer's Report:**

Verbal overview of current finances

Color Run reconciliation received 6/06/2016 4pm

**Unfinished Business:**

1. Art Show allocation of funds received
2. Color Run
3. April, May, June reconciliation and year end numbers
4. 990 post card
5. 2016-2017 Program Plan and Budget

**New business:**

1. Table at materials drop off day
2. Add PSO Meeting to the list that goes out to parents in August. (Was not on the last In The Know update)
3. Emails to parents in August – include PSO update

**Updated Action Items:**

1. Schedule August meeting
2. Dana Andresen will complete minutes and post on website.
3. Dana Andresen and Tracy Belcher will meet in July with Judie Offerdahl and Gail Willenbring to train on secretary role/tasks.
4. Dana Andresen and Tracy Belcher will connect with Kris Cardille to discuss potential VP role commitment for 2016-2017 school year.
5. Beth Bakken will ensure any emails that are sent to parents prior to start of school include PSO update.
6. Dana Andresen will ensure any electronic materials are submitted to Beth Bakken for email update.
7. Dana Andresen will issue check to CMS for remaining Color Run funds due.
8. Dana Andresen will issue check to CMS for established Art Show funds due.
9. Tracy Belcher will identify potential documentary for parent presentation in 2016-2017 school year.

**Adjourn Meeting**