

CANDIA PARENT TEACHER ORGANIZATION
General Membership Meeting Minutes
October 11, 2012

OPENING: The meeting was called to order at 7:02 pm by Sharon Dewitt.

ATTENDEES:

An attendance list is available. Eleven people were in attendance.

DISCUSSION TOPICS

Event Updates:

- **Genevieve Fundraiser** – The order form is due tomorrow, Oct 12. Only a few forms have been turned in early; but the committee is hopeful it will be a successful fundraiser.
- **Movie Night Update** – The first movie night was last Friday. The attendance was a little down from last year.
- **After School Craft Update** – Laura went through all the tubs of supplies; she wants to use up what supplies exist before purchasing more supplies. She showed the group an example of the craft.
- **Box Tops Update** – Tammy submitted \$560 for the first Box Tops submission. Tammie has contacted all teachers for suggestions on what to redeem with the Labels for Education points.
- **Book Fair** – There is a list of volunteers for the book fair. Jodi will email Tammy Baker to see if she is willing to chair the event and work with Ms. Noonan. PTO helps with volunteers to man the event. It is currently scheduled to begin the week of October 29th.
- **Teacher Reimbursement** – Joyce has received numerous reimbursements and is processing them.
- **Work Room/Printer Update** – Catherine talked to Mr. Roma about the outdated printers in the copy room. He is working on plan to replace several printers in the building. Sharon is going to talk to the administration about organizing the work room.
- **Website Update** – Catherine Sangillo urged anyone who is heading up a committee to send her permission forms so she can have them available on the website. Also, committee chairman should contact Catherine for information on logging onto the volunteer form.
- **Holiday Shop** – Jodi asked whether Holiday Shop would be an event. Sharon is looking at logistics for event. Jodi mentioned that this is the time of year when any bulk purchases are usually made.
- **Teacher Liaison** – The idea has surfaced to have one person work as a liaison with the teachers to update them once a month or so on happenings with the organization. Sharon will talk to the administration about the idea.
- **Student Directory Form** – Catherine will need help binding the directories. She will send out an email with the date.
- **Fundraising topics** -
 - o Bowl-a-thon – Nothing to report at this time.
 - o Basket raffle – This would be a spring event as time is needed to solicit donations. Laura is thinking of compiling several types of baskets such as: arts n crafts; chocolate basket, etc. Raffle tickets would start at \$0.25 and may vary depending on basket and its value. She

would like to organize a gathering of some type associated with the raffle to entice the whole town to participate.

- Gift card sales – An order form has been developed to pass out to the children so their families can order gift cards in time for Black Friday.
- Game night – Sharon will check the calendar to see about scheduling.
- Charmingfare Farm – Tammy has talked to Charmingfare about setting up a specific event for Moore School. They have different fundraising options. Tammy will explore it further.

REGULAR BUSINESS

Secretary's Report: The minutes from the September 2012 meeting were approved as written.

Treasurer's Report: No report was available this month.

ADJOURNMENT – Meeting was adjourned at 8:03 pm.

Minutes submitted by: Kathy Allen