
Iola PTO Meeting Minutes

July 20th, 2015

Attendees: Becky Nigles, Leah Oswald, Lisa Dunne, Samantha Larney, Tonya Brutchin, Terri Carlin, Jen Coltrane, Jen Taylor, Brad Crusinberry, Vickie Tholen

New Business

1. Approval of By-Laws

- Amendment to Article IV, Section 2 (Pg. 2 of 6) – date that newly elected officers will take office – June 1st.
- Motion to approve by Tonya Brutchin, 2nd by Jen Coltrane
- Motion approved

2. Election of Officers

- Tonya Brutchin was brought up as a write in candidate for Vice President.
- Paper ballot voting was held with the following results:
 - i. President, with 10 votes = Becky Nigles
 - ii. Vice President with 9 votes = Tonya Brutchin
 - iii. Treasurer with 10 votes = Jen Coltrane
 - iv. Secretary with 10 votes = Lisa Dunne
- Check writing authority is now given to the above officers per the by-laws with the exception of Tonya Brutchin (excused due to conflict with employment).
- Officers signed Conflict of Interest statement and Tonya will send a copy to Lisa Dunne for inclusion with PTO records.

3. Articles of Incorporation

- Motion to approve the Articles of Incorporation which includes a \$20 filing fee
- Motion to approve by Lisa Dunne, 2nd by Leah Oswald
- Motion was approved.

4. Form 1023 – Requesting Charitable Status 501(c)3

- Tonya was able to find a 3 page form filing as a charitable organization, this would cost \$400. Discussion on the fact that there could be no bingo done as a charitable organization and that the amount of money that we are expecting to bring in as a group would be less than \$50,000.
- This does not limit us to \$50,000 but just is an expectation of what we might bring in. Previous years incomes for all 3 previous PTO's only had brought in a max of \$48,000.
- Motion to approve going ahead with 501(c)3 by Lisa Dunne, 2nd by Leah Oswald

5. Banking Information for new PTO account

- Information was requested from all the local banks.
 - i. Community National had free checking and convenient location.
- Motion to approve Community National Bank as the bank to start the new Iola PTO bank account by Jen Taylor, 2nd by Terri Carlin

6. 5th & 6th grade inclusion information from Brad Crusinberry

- Brad would like to see PTO involved with at least the 5th grade level

- 5th grade will be having recess and be in need of playground equipment (i.e. footballs, soccer balls etc)
 - Possibly will be Fall & spring parties, field trips, Friday Payday. These are areas that PTO may be able to be involved.
 - Talked of maybe having grade level reps from 5th & 6th grade but we would remain flexible as it many things are still undecided.
- 7. Welcome Packets for Enrollment**
- Enrollment dates are August 5th & 6th. 10-8pm and then 10-3pm.
 - Open House date is August 25th, 5:30 – 7:30 pm
 - Discussion on keeping it simple, having an introductory letter with some upcoming dates of meetings and topics of discussion:
 - i. September Meeting – Discuss Schoolway App
 - ii. October Meeting – Discuss Box Tops & Campbell’s Labels for Education
 - iii. November – Community Shower
 - Discussion of having a table at Enrollment where we can hand out information and get contact information, possibly have a drawing for a Lego set or have a Lego display.
 - Talked about having the teachers have a sign up sheet for PTO at Open house events.
 - i. Teacher Reps are: Vickie Tholen – Jefferson, Linda Johnson – McKinley, Terri Carlin – Lincoln
 - Anyone who can be at the tables at enrollment need to email Becky and give her times they are available.
- 8. Teacher appreciation for beginning of school**
- Becky had an idea of possibly giving some teacher appreciation gifts for the staff bathrooms for the beginning of school. Nice soap, toilet paper etc.
- 9. Logo Design**
- 2 logo designs were looked at, Candace McRae made a design for free which consisted of the District horse head with Iola PTO – Partners in Education. Also a couple of t-shirt logos made by Emily Sigg of 50/50 had done up 2 designs which we looked at.
 - Design by Candace was decided as one that would work if we could replace the horse head with a stack of books or just remove the it and have the Iola PTO – Partners In Education.
 - Becky will get back with Candace and see if she would be willing to make alterations
- 10. Endowment**
- Discussion had been held with the Endowment Association about being a charter of their organization. After looking into this, it was decided by both groups that at this time, it was not a good fit for either organization.
 - Tonya will be sending a hand written thank you note to the Endowment for their time and consideration. Send to Denise Edson.

Meeting Adjourned.

Next Meeting Monday, August 3rd 7:00 pm

Upcoming: Enrollment welcome packs, Open House, Committees