

LPTO Meeting Minutes
Thursday, August 31st 2023
5:30 pm, Library

Present: Amy Kopp, Ashley Garrison, Sarah Reeder, Jill Brewer, Sarah Gaudette, Kendal Choate, Gene Leeds, Iris Rhodes, Kristin Wadsworth and Heather M Ferguson

Ashley welcomed all and called the meeting to order at 5:30pm. Introductions were made by all in attendance.

1. **Approve June Meeting Minutes** - Motion: Sarah R., Second: Sarah G., all voted in favor of approving June Minutes.

2. **Treasurer's Report** - In Grace's absence, Ashley provided the 2022-2023 School Year Summary. Starting balance: \$19,228.61, Current balance: \$21,029.50, Net Income: \$1,800.89. Biggest Revenue items: check writing campaign, musical, pie sales and Spelling B. Biggest Expense items: Residency Program, Staff Appreciation, Book Club

3. **Open House 9/21/23** - Students will show parents around and teachers will have items on display. Amy will also have a Principal Talk with parents. Principal and staff will figure out structure of open house. Families will end in MPR for ice cream and then go home. Plan is to have this from 6-7pm.
 - a. **Ice Cream Social:** will start around 6:20pm in the MPR. Ice cream can be kept in kitchen freezer. Tables are available for use. Ashley will send out a Sign Up Genius for help.
 - b. **Info Booths for PTO/Local Orgs:** Franconia Ski Club expressed interest in setting up a booth. Jill will reach out to Theater UP to see if they would like to. Ashley mentioned reaching out to Boys/Girls Scouts.

4. **Calendar for 2023-2024 School Year** -
 - a. **Upcoming PTO Meeting Dates:** It was agreed upon to cancel the September meeting as it falls on the Open House Night. Ashley will let Sue know so she can take it off the calendar.
 - b. **October 14 Wellness Fair:** Isaac Reeder is hosting at the Dow from 1-4pm and is seeking organizations/businesses to set up booths. Motion made by Sarah G to have PTO set up a booth, Second by Sarah R, all in favor of having a booth. Discussion started about what the booth should look like, an activity to have for kids and possibly having pie sale forms available.
 - c. **Upcoming PTO Events:** Lyman Orchards Pie Sale will happen between 10/2/23-10/16/23 with a delivery date of 11/1/23.
Trivia Night: Tabled for now, will discuss at later date.
Talent Show: No plan to have in October, error on calendar
Tabled for now, will discuss at a later date since fall is a busy time.
Check Writing Campaign: will plan for some time in February for the Residency Program.

5. Funding Requests - Grant request made by Mrs. Koehler and Mr. Goldman for Summer Reading Program in the sum of \$1026.49. This will fund hours/ expenses. This is less than what was already received from the \$20 fee for each child. Motion: Jill, Second: Sarah R, all voted in favor of funding the summer reading program.

Other - Ashley indicated that Grace would like the budget revised as there are outdated categories and numbers.

Questions raised: Is there an expected amount in the LPTO savings account?

No expected amount, ensure there is enough at start of year to cover expenses and raise that back. Playground equipment is not a budget item so having extra funds in account for these types of potential expenses are helpful.

Do families know about available resources for gear, supplies, clothing?

Discussion was started about how to get info to families such as putting info in weekly newsletter, having a clothing/gear swap, have signage at Open House, creating a wish list available to families, having a fundraiser.

Motion to adjourn meeting: Sarah R, Second: Sarah G. Meeting adjourned at 6:10pm