

MINUTES OCTOBER 12, 2011 PTO MEETING

This meeting of the Colfax A.L.A. PTO was held in the school cafeteria, immediately following the 3:45 p.m. PSCC meeting. The meeting was led by PTO President Jenny Ganger.

1. Volunteers are needed. (Mark Beck) We are compiling a volunteer data base. Please fill out the data base forms if you have any interest in volunteering, and do so neatly so we can read it. In particular, lunch and recess volunteers are needed. Please just come and volunteer- there is no need to sign up. Kindergarten through second grade lunch/recess is from 10:45 to 11:31. Third through fifth grade lunch/recess is from 11:31 to 12:15. For kindergarten and first grade, we also need volunteers for Word Building. Training for Word Building volunteers will be held Tuesday, October 25 at 3:30 and 7:30 in room 211.
2. Announcements. (Jenny)
 - Ice skating date: Monday, January 23. We will have the Schenley Ice Rink to ourselves. We are working to have transportation for kids who live outside the area available from 7:00 to 9:00. The transportation will be funded by the PTO. But, for it to work, we need to get advanced commitments from kids who are going to use it.
 - The Talent Show is tentatively scheduled for Thursday, December 1. Sara Stock Mayo is in charge of this event.
 - Our donation letter fundraiser just began- the donation letters went out in the mail today. If you don't get one, tell us. We were about 100 people short on our mailing list. The donation letter is part of our few big fundraising pushes. Donations may be made on line through the provided link.
 - We are continuing to conduct our memory tile fundraiser through October 15-21. Shannon presented examples of tiles created by current students and alumni.
3. Motion on Financial Reviews. (Jenny) Currently, the PTO bylaws mandate that we have a financial review twice a year. The reviews are conducted by parent volunteers, this year, by Katherine Cosentino. We know of no particular reason to require a review twice versus once a year. Mark Beck described the financial situation of the PTO as straight forward, and Shannon's performance as treasurer as very careful. Jenny moved that we change the bylaws to require a financial review only once per year. Mark seconded the motion. All 19 attendees voted "yes." **Motion passed**
4. Party for Play Planning. (Sukanya)
 - This year, P4P will be held Saturday, February 18 at the University Club in Oakland. Sukanya distributed a brochure for this new location.

- Last year we brought in a little over \$17,000 and we want to bring in \$20,000 this year. We are using P4P as a consolidation of fundraisers, so contribute to help minimize them. We need to raise lots of money at P4P to pay for all the great programs!
 - Organization needs to start early. Invitations go out in early January. And February comes up soon.
 - Arrangements are in the works for babysitting during the event, potentially a JCC kids' night out, and/or a kids' night at the karate studio.
 - Last year's program was distributed.
 - The website will be more interactive, and we will hopefully have more online information about the items up for sale. Maybe we could have Facebook photos of each item? Adding an on-line auction has been considered, but it has a cost.
 - People can help by: 1) getting people to come.
2) getting donations.
 - Getting donations: We need people to challenge themselves to get 2 donations for the event. Use your personal connections. It's good for businesses. We have an "ask letter" to give businesses when asking them for a donation. (Letter was distributed.) When anyone gets a donation from a business, tell Sukanya so we don't pester the business again.
 - Anyone wishing to volunteer or anyone with questions – email Sukanya.
5. Upcoming Middle Level Fundraisers (not PTO):
Coach Bingo - October 23, \$25 per person
Toy Bingo (for the whole family, including kids) - December 11, \$10 per person

Our next meeting will be Wednesday, November 9, 2011 at 7:00 pm.

Secretary Marjorie Minkler