

Swan River PTO Minutes - March 2023

Date: March 7th 2023

Time: 6:00pm

Where: SRMCS-Ms. Heidi's Classroom

Call Meeting to Order- Mission Statement

- A. Welcome and Introductions: About 15 total attended
- B. Approval of February Minutes - approved unanimously

Treasurer's Report

- A. Checking: \$25,892.49
- B. Outstanding:
 - a. Ipad & Case funding request approval \$550
 - b. Baskets \$20 to Katey
 - c. Megan \$294.61
- C. Deposits made from donations: \$100 from Monticello Legion, \$300 from Lutgen, \$100 from Hoglund, \$1000 for Cargill 2022
- D. Deposits not yet received: \$300 Sherburne State Bank, \$100 from Bank of Elk River
- E. Updates:
 - a. Alexis-Paypal % confirmation has been adjusted. \$10 and over is best
 - b. Alexis-Venmo Set-up - vote yes to continue with this extra 1% fee
 - c. Katey-Website and FB up to date-only 36 unique visitors on website
 - d. Peachjar - no update (still deciding)
 - e. Meat Fundraiser - table

Committee Reports

- C. Conference Snacks- all snacks were loved
- D. BWTB:
 - 1. Tech Raffle: Bring items on 3/25
 - a) Katey has: Scooter, Blackstone, Ipad, VR set, Shark, Detailing
 - b) Alexis has: Caraway, Cash
 - c) Jess has: Paddleboards, Yeti?
 - 2. Silent Auction:
 - a) Basket set-up: March 19th at 1pm-Heidi confirmed with Bill
 - b) School office silent auction items: Printed and done
 - c) Bid sheets - Jess has 100 - annette offered for us to print more on the 19th if needed.
 - d) Item list for checkout - Alexis will find a smooth checkout process
 - 3. Monticello Ambassadors: confirmed, Heidi will get signs for them.
 - 4. Games with E2 - Heidi said all is ready to go
 - 5. Advertising:
 - a) Cornerstone - done will make final call
 - b) City at Liquor Store - done will make final call

- c) Peachjar - done awaiting approval
- d) General Rental - can not get signs out of the snow
- e) Signs from school - parents will pick up March 20th
- f) Around town flyers posted - Julia will help go around to businesses
- g) Facebook-will start paid ads next week (2 weeks out)
 - (1) Please share to your Facebook groups!
- h) Sherburne State Bank-will start next week
- i) MCC Bulletin Board and Online- Jina and Julia
- 6. Volunteer sign up - Sent out _ add a line for donation food pick up
- 7. Bunny Costume volunteers- Bill & Joe Parrish confirmed
 - a) Alexis picking up and Megan will drop off
- 8. Insurance-waiting on quote, Jina should be quick finish
- 9. Egg Candy - E2 will fill up
- 10. Beth is ordering 2 boxes of trays
- 11. Napkins, silverware, cups: Katey will get these
- 12. Coffee cups - reaching out to caribou and cor trust then Holiday if needed
 - a) Julia will get a percolator donated
- 13. Food- Jina ordered
 - a) Leah Patterson with US Foods is doing all fruit
 - b) Donuts from Cub- Liz will get these
 - c) Coffee from Caribou - Alison will pick up and deliver by 8am
 - (1) Extra from Costco - Jess
 - d) Milk and Orange Juice-Kwik Trip and ??-100 juice boxes left from dance - Jess & Jina (8 gallons milk, 20 gallons OJ)
 - e) Safety cert - don't need this
 - f) Tickets when paid and turn in for Plate
- 14. Utility Bins- Jina
- 15. Signs:
 - a) Posters/Signs: Alexis will make and Sarina will cut out
 - b) Donor Wall-Katey will create signs, SRMCSwill laminate, Sarina will cut out
- 16. Alexis will get name bubbles
- 17. Jelly Bean Jar- Alexis, die free jelly beans donation from Julia
- 18. Bench- Alexis or another mom will look for one at her job
- 19. Sound system for announcements - Alexis has this
- 20. SR Booth - SR staff got this
- 21. JGESA hosting a booth - will have an activity
- 22. Floor plan arrangement for the event - new - PTO will meet early 3/24
- 23. Coat rack from MCC - will ask 3/24
- 24. Cargill donation TBD - still working on this
- 25. MN Guard-Jina
- 26. Alexis-Money for change/cash boxes and \$500 raffle prize
- 27. Can we ask MCC to have the ATM filled - Jina has sent email to MCC

- 28. Confirm time we can get in to set up on 3/24 - 4pm movie at 5:30pm
- 29. School send out another email with flier, volunteer sign up, and raffle flier
- 30. Need someone to make a supply run: Katey
 - a) Duct Tape, Packing Tape, Sharpies, Page Protectors, Items for Games

II. Funding Requests

- A. Update on flipform risers: Jen and Beth will road trip to pick up in Iowa and we will reimburse agreed amount needed
- B. Testing snacks - table to next month
- C. Other:

III. New Business

- A. Call for help letter was sent out to all families - Thank YOU to all who showed up!
 - 1. PTO meeting time frame potential change - table this
 - 2. Annette offered child care for before or after school time frame
- B. School Donation Garage Sale drive brought up - table this for an option to replace a fundraiser
- C. Spirit Wear in the spring - Alexis & Stephanie
- D. Open positions next year - Secretary, talk again at next meeting (Table this)
- E. Committees for next year - Yes this would be very helpful and Katey will make a list - we have google docs for notes on each event started.
 - 1. Sarina will work with Yuri at Deer Lake for next year
- F. Movie night for BWTB - all set
- G. Other: Annette asked our plans for Year End Pot Luck - have been told its not a PTO event but we did donate meat in the past.

IV. Next Meeting: April 4th 2023

V. Meeting Adjourned: 7:50pm