

Harvard Schools PTO
Winter Member Meeting Minutes
Wednesday, January 18th 7:30 pm

- Welcome - Dana Oliver
 - Welcome & Thank You
 - Re-introduction of the 2022-23 PTO Board
 - Dana Oliver - President
 - Katie Berg - VP (not present)
 - Amy Nutt - Secretary
 - James O'Leary - Treasurer
 - Welcome Alissa Weiss - officially "Assistant Secretary"
 - In reality "Social Coordinator"
 - Also co-chair of the New Family Welcome Committee
 - Mother of 4th grader and two 6th graders
- Board Updates - Dana Oliver
 - Congratulations to everyone on all that we have achieved during the 1st half of the 2022-23 School year...
 - We kicked the year off with a kindergarten picnic, staffed a table at the flea market, hosted 2 principal coffees and offered tour nights at HES and TBS
 - The teacher appreciation committee thanked teachers and staff with 6 appreciation events
 - We held a square 1 art fundraiser, we sold apparel, we had a successful book fair with a new local vender and we drafted a directory which is at the printer as we speak
 - In total we have raised almost \$30,000
 - We also funded 16 grants to Bromfield and Hildreth...
 - **FIRST TRUCKER HAT GIVEAWAY** - Alissa Weiss
 - QUESTION: Exactly how many dollars have we funded so far in total to HES and TBS during the 2022-23 school year?
 - CLOSEST without going over...
 - Please direct message Alissa Weiss
 - Answer: \$19,437.55
 - Closest guess without going over: \$16,000
 - Tie: Danielle Miller & Charles Oliver
 - (Charles Oliver defers win to Danielle d/t close relationship with board member)
- Open positions for 2023-23 - Amy Nutt
 - Please let us know if you or someone you know is interested
 - Business Partners

- Tammy running BP x 2 years
 - Ready for a new face to take the lead
 - This position does NOT have to involve cold calls - it involves being organized, running lists, sending mailings, follow up emails and expressing gratitude to these awesome companies
- Square 1 Art
 - Rachel Huelin running Sq 1 for longer than we have been a board
 - She is happy to keep helping but ready to pass the leadership torch
 - This is a fun fundraiser with some loyal patrons but also may be ready for an update - possibly a new vendor or a new spin
- Treasurer
 - James has been keeping our books since 9/2020
 - We thought he would never leave but it turns out he also allegedly runs 12 other organizations in town who also need him
 - He has agreed to stick around to help through next year's taxes but we need a new officer to step into this role
- President
 - Dana's term runs through the 2023-24 school year
 - Looking for someone to get more involved next year in hopes of taking over as president for 2024-25
- Overview of Late Fall & Early Winter Fundraisers & Events - James O'Leary
 - We are so appreciative of our committee chairs who have done so much over the past few months and we want to take a few minutes to highlight all of that work
 - Membership - Amy Nutt
 - Chair- Jasmine Cook
 - 201 primary and 103 secondary members
 - Raised over \$14,000
 - Business Partners - James O'Leary
 - Chair: Tammy Haschig
 - 18 Business Partners
 - Raised almost \$9000
 - Apparel - Marnie Reichenbach
 - Chair: Marnie
 - Just received the TBS & HES new staff t-shirts
 - Some issues with the spirit drive and delays this fall
 - Please put anyone with concerns in touch with Marnie
 - Considering a new vendor moving forward
 - Square 1 - Rachel Huelin
 - Chairs: Sowmya Sampige & Rachel Huelin
 - Worked with Mrs Owens in art class
 - Raised \$1750 (27% participation)
 - Somewhat lower income this year

- Increased shipping cost was an issue
 - Will evaluate whether a new vendor or change in fundraiser may make sense
 - Looking for a new leader next year
- Book Fair - Dana Oliver
 - Chairs: Ellin Wade, Somya Sampige & Abir Lattouf
 - New Vendor - Silver Unicorn
 - More control over selection and focus on books instead of toys
 - \$12,300 sales -> 25% proceeds to PTO = \$3000
 - These funds will go to HES for related programs
- Teacher Appreciation - Rachel Huelin & Geena Fitek
 - Chairs: TBS Rachel & Jess Reynolds, HES: Geena & Lauren Kelly-Joseph
 - Holiday restock the cart & Simmer bags
 - Muddy Waters Upcoming
 - Snack spread with Valentine theme in February
- Directory - Kate Guthro
 - Chair: Kate Guthro
 - Delayed d/t switch to electronic info - at printer currently
- New Family - Shannon Boeckelman
 - Chair: Shannon
 - Welcomed an additional 6 families
 - 100 since fall 2020!!
 - New family walk & recruiting to PTO social events
 - Continue to send out updates
 - fall events, holidays events, halloween, rail trails
- Looking ahead to Spring 2023 (Dana Oliver)
 - Readathon - Danielle Miller
 - Chair: Maren Caulfield & Danielle Miller
 - February Vacation; Fri Feb 2/17 - Sun 2/26
 - Signs and announcements will go up soon
 - Science Fair - Dana
 - Chair: Rob Latzman
 - March 3rd (3:45 - 8:00 pm)
 - PTO will likely be putting together a team - planning is just kicking off
 - [STEAM Night](#) - Beth Graham
 - Thursday March 23rd 5 - 7
 - Interactive displays, live demonstrations, hands-on creation centers and more
 - Local organizations, students, teachers, parents invited to help facilitate activities
 - Soiree - Dana

- Chairs: Jasmine, Lauren, Amber
- May 12th at Red Tail
 - Chosen for longer hours, more space, more food
 - Same musicians will be back!
- THEME ANNOUNCEMENT & **SECOND TRUCKER HAT GIVEAWAY:**
- QUESTION: What was the winning theme of this year's soiree?
 - Caddy Shack!!!
 - Winner: Marnie Reichenbach
- Other Committee Chairs who may want to share?
 - None
- Open Floor to Comments & Questions – James
 - None
- Request for everyone who would like to be more involved to please reach out!
- Thank You & Adjourn - Dana

Attendees:

1. Dana Oliver
2. Amy Nutt
3. James O'Leary
4. Alissa Weiss
5. Aaron Nutt
6. Andy Hu
7. Beth Graham
8. Beth Cooper
9. Cathy-Ann
10. Charles Oliver
11. Chengwu Yang
12. Danielle Miller e
13. Geena Fitek
14. Janette Santana
15. Kate Guthro
16. Kerry Maxwell
17. Rachel Huelin
18. Rachel Kopay
19. Marnie Reichenboch
20. Naomi Dottavio
21. Rachel Huelin
22. Shannon Boeckelman

Minutes & Attendance kept by Alissa Weiss - Reviewed by Dana Oliver