



Richland Elementary PTO - Meeting Agenda

Thursday, Sept 24th - 4:00 PM, Zoom

Meeting called to order at 4:01 pm

Attendees: Erin Sullivan, Sherri Duncanson, Tiffany Wedge

President's Report - Erin Sullivan

- a. Board positions/elections - Erin no longer has a student at Richland, but would be happy to remain president for this year. All positions are open and are up for Nominations are open. Anyone who wants to be considered for a position needs to be nominated and you can nominate yourself. Nominations will be due by 4 p.m. on Thursday, Oct. 8. Right now, the Vice President slot is empty. Erin will be gone after this year, so it would be excellent for someone to step in now to VP with a plan to become president next year.
- b. Communications - follow us on Facebook, or check our website and watch the school newsletters for PTO information. On our website, richlandpto.com, click on "Events and Volunteering" to give us your email address and sign up for places to volunteer. You can fill that out, but the reality is our activities will be extremely limited this year.
- c. Activities this year - Since no parents are allowed in the building and we can't have large groups together our activities will be minimal for the year. Will continue with teacher reimbursements, field trip requests if they come through, sending students to the Read and Ride program, and help fund weekend meal packs for kids who qualify.
- d. Committees - no committees are needed at this time except Teacher/Staff Appreciation. We need a chairperson for that. If you'd like to step up please email us at richlandglpto@gmail.com
- e. Fundraising/Ways to Help - please continue to utilize the Hardings rewards, Amazon Smile donations, and the electronic Box Top submissions.
- f. Book Fair changes - Mrs. Ruge, the new librarian this year, has asked to take over managing the book fair and we agreed this makes more sense than having the PTO run it since all of the funds go to the library anyway.
- g. Yearbook - if you ordered a yearbook last year, and have not yet claimed it, please email richlandglpto@gmail.com with your name, your student's name and your address if you'd like us to drop it off in your mailbox.
- h. Future Meetings - Third Thursday of every month at 4pm via zoom. Link posted prior to the meeting.

Vice President's Report - No report

Treasurer's Report - Sherri Duncanson

- a. 2020-21 budget for approval - budget was approved.
 - i. still end the year \$12k in the bank if everything was spent that we have budgeted for and that is very unlikely to happen due to field trips not happening, etc. That would be the worst case scenario.
 - ii. Minimal fundraising with only Popcorn fundraiser being considered.
 - iii. No teacher reimbursements currently needing to be paid out. Email going out to ask teachers for their expenses.

Secretary's Report - Tiffany Wedge

- a. Bulletin boards will not be updated as of now. We will determine if we should update as the year goes on. But since parents aren't allowed to go into the building doesn't seem necessary to update.

Principal's Report

- a. Nothing from Mrs. Buckmaster at this time.

Items for Approval

- a. Approval of previous meeting minutes - February 2020 - minutes were approved.

Closing - meeting adjourned at 4:28pm

2020/20241Richland Elementary PTO Board

Erin Sullivan, President - erintsullivan@gmail.com

Vice President - vacant

Sherri Duncanson, Treasurer - sherriduncanson@hotmail.com

Tiffany Wedge, Secretary - wedgetiffany@gmail.com