

PTL – St. John’s Lutheran  
8/20/2019

Attendees: Amy, Cheryl, Diane, Amberlyn, Janet, Shannon, Amanda.

1. Opening Prayer – Janet Pesch
2. PTL Recap (member report out)
  - a. Budget and programs approved at last board meeting. No issues with the wine - Janet
  - b. Back to school luncheon and volunteer form – Shannon
  - c. Cleaned out shelf/pantry to more organize PTL stuff. A lot of stuff we are unsure if we need to save. Some scout stuff, we no longer have Scout stuff. We left it alone. Janet will talk with Yvette about cleaning it out. Threw away nacho cheese – Diane and Amanda
  - d. Verified Elegant Farmer Pie Sale and set on dates – Amanda
  - e. Uncorked – set up and reserved date. We can cancel up to a week before – Amanda
  - f. Carnival of lights. Get date in October set. – Amanda
  - g. Spirit Wear – forwarded info to Kara. No work for us, but not much profit. Sometimes they do presale and have cheaper items with larger profit. You can receive BUCKS back to purchase items later. Just need authorization and logo.
  - h. Papa Murphy’s – Amy talked to him today. Looking at September 19<sup>th</sup> or 26<sup>th</sup>. Has not returned call yet but sounded like he would be interested.
  - i. Jerry Smiths Pumpkin Farm – Amber called, no return call yet.
  - j. Art to Remember info passed to teachers from Janet.

### 3. Treasurer's Report

- a. August – teacher's used market day money. Fund almost gone. Also used to purchase cubbie's for middle school kids.
- b. Shannon turned in receipts for teacher appreciation luncheon - \$122.68. It was \$8 less than last year. We also covered cost of juice \$14.18 for 1<sup>st</sup> day of school.
- c. Checking acct balance \$2554.68. Will write checks for teacher gifts out of this balance of \$1650.00.
- d. Deposit \$100 sent for Mad Science

### 4. Finalization of 2019/2020 Budget

- a. Field day budget went from \$1000.00 to \$850.00. Could be a problem if we purchase shirts again. Volunteers could purchase their own shirts or wear last year's shirts.
- b. Social / coffee hour – went from \$150 to \$350
- c. School Assembly went down from \$1000 to \$800
- d. Family Event nights – total \$2100. Hoping to make a little money on trivia night, but we only could make money on fees. Junior trivia per Amy got some interest from middle school parents. Still need a chair.
- e. Trunk or treat - Halloween concessions – maybe Cubbies' will donate this year. We are expecting to just make even. We will need like 5 volunteers, but Amy will just reach out later to them.
- f. Elegant Farmer – Last year we made over \$1000. Delivery will need to be on a Wednesday.
- g. Pizza sale - \$1500
- h. Auction / wine tasting - \$2500 goal this year, last year made over \$3000 – Need a committee to run this.
- i. Dining out nights - \$600

- j. Ice Cream truck – Last meeting Abby talked about having an ice cream treat truck at lunch time. We should run this by Mr. Charpentier. We should have some non-dairy choices too. Amy had some ideas from Sam’s Club that we reasonable. Tell Yvette no dessert that day. Goal - \$350
- k. If not listed above, no changes were made to budget.
- l. This will need to be approved at September board meeting.
- m. Special project – last year it went to the science lab, should we vote. All assume that it still will go to the science lab as it is not completed yet.
- n. Should we put PTL stuff on school calendar – more dates need to be put on and we can get those to Sharon to update. We also need to update the time of each event as well.
  - i. Opening Meeting/Mad Science – time ??? we will find out – 9/4/19.
  - ii. Trivia Night – time ??? on 11/1/19
  - iii. Family Pizza night – 630pm on 2/21/20
  - iv. Family Glow event – 3/27/20
  - v. Book Fair – 10/17-10/24/19 and 3/27/20-4/3/20.  
Informed that sales are no longer tax exempt. Possibly do a round up for the library or all for books.
  - vi. Silent Library – no date has been confirmed until we know sports schedule
  - vii. Field day – 5/28/20
- o. Dining out – we should identify which restaurants we would like. Jill Stapleman asked about assisting with PTL event. Wanted to maybe do it from home. Going to ask her to do these dining out events. Give her list from last year and let her decide what months. We will give her the list of what we

made last year to make sure we continue to put those businesses on our list again.

- i. Any flyers for Culvers – not yet. We will try to get those for Friday's packet or when they leave school that day. This helps remind parents and kids about these events. Amanda will verify if we need a specific slip from Culvers or if we can create our own. Janet is willing to assist with creating a flyer if necessary. Amanda will send a flyer to Amy for Papa Murphy's.
- p. Communication this week –
- q. Room parents – Informed teachers to get their own room parents. Better response will probably be received if the teacher's sent email to class parents.
- r. Newsletter – Should we send paper copies too? Yes, we should print and email. Janet will print out and send home.
- s. Save the date form will be back to back with the newsletter and sent out 8/21/19. She needs final copy by Thursday after school.
- t. First meeting – print copies of budget and pass out, introduce board and what they are responsible for. Kids can go into Cheryl's room while they are setting up to keep them busy and quiet. Rachel can give a status update on what is needed for the science lab. Not sure if cash and grab bags will be there for this meeting. Meeting at 6pm. Program at 630pm.
- u. Courtney Jacob about attending meetings remotely. She would assist if she could remotely attend. We will try facetime first before potentially paying for this.
- v. Rachel – loved idea of selling cash and grab items if we brought our own volunteers. Ex. Magnets, coffee cups.

- w. Website link for online giving – could we have a link on our website to donate? Janet is looking into this. We would need to go thru a company to get that set up and monitor the funds.
  - x. Communication with the church – can we put that in the bulletin?? Diane is willing to contact Kim to get that set up and approved. Get it to her by the Tuesday or Wednesday before church on that Sunday. Pastor could announce this as well and state where the flyers are located.
  - y. Next meeting – Next PTL meeting 9/26/19 @ 530pm
5. Closing Prayer