PTA Meeting Minutes

Riverview Elementary School

November 3, 2020 7:00 PM | Meeting called to order by Katrina Reitz

# In Attendance

2020-2021 PTA Riverview Board Members: Katrina Reitz (President), Antoinette East-Jenkins (1st Vice President), Joy Newingham (Secretary), Ann Bemer (Treasurer), Susie Steinhauer (Council Delegate)

PTA Members: Toni DiNardo, Kelly Kanoza, Pastor Jim

School Representative(s): none present

# Welcome & Pledge of Allegiance

Attendees welcomed to meeting and led through Pledge of Allegiance by Katrina Reitz.

# Approval of Minutes

Attendees were given opportunity to read meeting minutes from last month’s meeting via link at [www.TeamRiverviewPTA.com](http://www.TeamRiverviewPTA.com). A motion to approve the minutes was made by Susie Steinhauer and seconded by Toni DiNardo. All present voted in favor of approving minutes.

# Board

Susan Biskopski presented updates to the standing rules. There were three outstanding items discussed:

* Recording & Corresponding Secretary positions – it was decided that these positions would be rolled into one position for the 2020-2021 school year, or until someone volunteered to be nominated to the position of Corresponding Secretary.
* Reserve/Start-Up Expenses – it was decided that the PTA Board must reserve at least $5,000 in the bank account for the next year’s PTA Board.
* Committee Budget Variances Provision – it was decided that the PTA Board would have authority to approve/deny any requests made by Committee Chairs to increase the budget for PTA sponsored events.

# Open Positions

There are a number of opportunities remaining for the 2020-2021 school year. Openings include:

* 2nd Vice President, in charge of social programs
* Marco’s Pizza Night

The PTA board welcomed Toni DiNardo as the new program coordinator for Box Tops, and Kelly Kanoza as the new program coordinator for Acme & Amazon Smile. Attendees were instructed to contact Katrina Reitz if they were interested in any other positions.

# Treasurer’s Report

The Treasurer’s Report for October 2020 was read by Ann Bemer, Treasurer. A motion was made to approve the report by Susie Steinhauer and seconded by Joy Newingham. All present voted in favor or approving the report.

# Principal’s Report

There was no school representative present at this meeting.

# Fundraisers

* Fundraiser Updates:
	+ Virtual Bulldog Dash – fundraiser closed 10/31 & raised just over $5,000. All present agreed that the top 3 fundraisers would be exempt from the top fundraiser classroom prize in order to spread the prize opportunity to more students. Antoinette will be making announcement about prizes & distributing prizes to the winners. Parents of prize winners will be able to pick an Amazon, Target or Wal-Mart gift card. Top fundraising class to receive free ice cream certificates.
	+ Spiritwear Fundraiser is ready to run any time – Antoinette to check with Young’s to see what the cut-off date will be to allow items to be received prior to winter break. Items available will include t-shirts, hoodies, sweatshirts, masks and lanyards with Stow, Riverview or Stow Strong logos.
* Food fundraiser update: next Marco’s Pizza Night is Thursday, November 12th. Look for digital flyers to come home.
* Box Tops Update – box tops submitted last Friday – more info will be provided at next meeting.

# Council News

* Council Delegate Report:
	+ Reflections Program will take place virtually this year. Any submissions that move on to the State level will require a physical submission. Reminder deadline is midnight on November 30th.
	+ Helping Hands & Put the “T” in PTA programs will also be virtual this year. Nomination forms will be distributed to units soon.
	+ Rubber Ducks refunds have still not been processed due to new personnel in this department. Council is still working on getting refunds to families.

# Old Business Recap

* Membership Drive Update: currently have 61 members. Winners of the membership drive class contest are Blackwell and Bohnert. Discussion on whether or not to require teacher membership in PTA on a go forward basis in order to receive PTA funded prize for classroom.
* Holiday Shop Survey Results – 82% of families did NOT respond . Of the 18% that did respond, 65% voted yes & 35% voted no. That translates to only 21% of the total family population voting to YES to proceed with Holiday Shop. The Board agreed not to move forward with this event.
* Halloween treat donations – the PTA Board was asked to provide donations for Halloween treat bags for students after the last PTA meeting. PTA donated Wendy’s frostee coupon books, stickers & pencils for all the students (maroon & gold). Discussion on deadline for requests from the school – it was decided that these types of request must be made at the PTA meeting at least 30 days prior to an event so that it can be taken to membership vote.

# New Business/Upcoming Events

* Reflections due 11/30 – 2020 Theme is “I matter because…” – Committee Chair: Jen Gregg
* Reminder to send pictures from Halloween & Bulldog Dash to Yearbook via links provided
* Bookworm Vending Machine – formal quote is $4,640 to ship & install machine plus the cost of books & replenishment (scholastic dollars). Waiting on Mrs. Kosmach to advise whether or not to proceed with this item.
* PTA Mailbox – will be installed somewhere outside the school. Mrs. Kosmach has recommended next to the bike rack. PTA will investigate ways to secure the mailbox prior to proceeding with this item.
* Conference Night Dinners – In the past, parents would donate/make the meals, but this is not possible this year due to COVID. PTA estimated that it would cost $700-$800 to provide meals for all 3 nights. Motion to approve the use of PTA funds for conference dinners was made by Joy Newingham and seconded by Susan Biskopski. All present voted in favor of providing the dinners.

# Adjournment/Next Meeting

Meeting adjourned at 8:12 PM. Next meeting is December 1, 2020, Zoom