

Lancaster Parent-Teacher Organization (PTO)



*Serving the
Mary Rowlandson Elementary School
and the Luther Burbank Middle School*



Meeting Minutes December 10, 2008

- I: Call to Order: 3:17pm
- II: Welcome and Introductions:
Deb Williams, Julie Fay, Gina MacNeil, Melanie Spallone, Cindy Erle, Betty Ogborn, Raksha Patel, Anne Gradeski, Kim Follensbee, Patti Linenkemper, and Susan Munyon in attendance.
- III: Treasurer's Report: Julie Fay for Jennifer Laursen
Total PTO balance: \$40,309.00
- IV. Program Updates:
- Auction*** – Julie Fay and Gina MacNeil
- Profits total of \$13,353. Julie and Gina are working on list of contributors in order to send out individual signed "Thank you" notes.
- BJ's Warehouse Fundraiser*** – Deb Williams for Sheila Milioto
- 35 renewals placed and 5 new memberships. \$200 profit to PTO.
- Family Portraits*** by Gina Lavoie – Deb Williams for Sheila Milioto
- 33 families participated. 24 or 33 placed reprint orders. All orders have been delivered. Total profit not available until January meeting.
- Scrip/Gift Card Fundraiser*** – Deb for Sheila
- 10 families participated with 108 gift cards and 3 teacher gift certificates ordered. Profit of \$103.28 for PTO. Another order to be placed on December 15th to be completed before Christmas.
- Shaw's Receipts Fundraiser*** – Raksha Patel
- Program earned a total of \$468.42
- V. Funding Requests:
- Daddy/Daughter Dance*** –Raksha Patel

- Request for \$550.00. This would cover \$325.00 charge for DJ and the rest (\$225.00) for gifts and prizes. Dance is scheduled for February 6, 2009. Up to **\$550.00 Approved.**

“Gaming in the Library” - Cindy Erle

- Request for total of \$225.00. This would cover reimbursing Sheila for the cost of purchasing several educational board games. Sheila plans to begin a student after school “club” at LBM for 6th-8th graders to play games. Meetings would be on Tuesday and Thursdays. Up to **\$225.00 Approved.**

V. New Business:

Kwon’s Martial Arts After school Program – Gina MacNeil

- Owners would like to start a program at the school that would offer students martial arts training for a discounted rate and money for PTO. PTO would receive \$50 for each participating student depending on #. Details are still being worked out about time frame and total cost. Patti says that the company would be required to have insurance and would be required to sign a liability waiver. Gina will contact owners to get more details.

Roll-On-America Free Skate – Deb Williams for Rita French

- Owners offer a free admission program to schools. If we were interested we would pick an available day(s) and time slot where our students can go free only paying for rentals. This is not a fundraiser. Members suggest possibility of using early release days for this program. Deb will contact Rita to follow-up.

VI. Miscellaneous:

- Gina MacNeil says that the Horseshoe Pub in Hudson would be interested in participating in a “Lancaster Family Night” fundraiser. 15 % of proceeds would go to Lancaster PTO. No date set yet.
- Rita French has been in contact with the marketing department at the new CoCo Keyes indoor water resort opening this month in Fitchburg. She will find out what kinds of programs they are offering to schools.
- Gina suggests possibility of purchasing an electronic sign for the front of the school. This would be used to post school events etc. Gina will contact Bill Spratt for more information.

VII: Next Meeting: January 14, 2009 at 3:15pm

VIII: Adjournment: 3:53pm