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***Lancaster Parent-Teacher Organization (PTO)***

***Serving the***

***Mary*** ***Rowlandson*** ***Elementary School***

***and the Luther*** ***Burbank*** ***Middle School***

***Meeting Minutes – December 5, 2012***

1. **In Attendance:**Michele Basile, Stephanie Stanton, P.J. Libby, Angela Dolan, Paula Castner, Maggie Bonazzoli, Jenn Richardson, Maureen Principe, Carolyn Soto
2. **Treasurer’s Report – Angela Dolan**

Beginning balance - $36,013, minus other people’s money and outstanding

requests ($15,902) = $20,111 ending balance.

 **III: Auction Update – Paula Castner**

1. Business aspect of project near completion. On December 18th an envelope stuffing party will take place at 10am-12pm at Paula’s home. All welcome.
2. Currently over 400 businesses are on the list. Sarah Erickson will avail raffle items for families attending the LBM concert and MRE concert in January.

 **IV: Summer Theatre 2013**

Paula Castner is stepping down from this project. She suggests PTO hire

 Christine Grave who teaches theatre at the Clinton Middle School. Interview

 Scheduled for January 4th at the Thayer Memorial Library. Rita French and P.J.

 Libby will attend the interview. PTO will need to create a contract. Since

 Christine is not a PTO member the PTO will need to have a liaison to

 communicate with the PTO. Paula offered to help with the transition of the new

 person.

 **V:    Daddy/Daughter Dance:**

1. PTO Coordinator – can be contact person and does not have to be PTO

Director.

1. Discuss sales and registrations. Money collected will go to the PTO treasury.

 **VI: Cultural Enrichment:**

 Ralph Fletcher will be at MRE on Thursday, December 13 talking to kids

 individually in classrooms. Grades 2-5. Workshop for teachers after school.

 **VII:** **Book Fair Update:**

1. This year we elect to get cash as Mrs. Ogborn prefers this. We did not use

Scholastic dollars last year.

1. Angela reports total book sales 2012 was $5,499. The PTO would receive $1,369 cash. 2011 total sales were $5,250.

 **VII: MREading:**

 a. Liz Leonard will be running the program again this year.

 b. What is the reward at end? Girt card to Barnes and Noble. PTO pays

 $5.00/Barnes and Noble pays $5.00 as prize gist.

 **VIII: Spell-A-Thon:**

1. Total collected $8,200 minus $438.36 in expenses.

*Motion to cover expenses approved.*

1. Learning Curve: Discussed ways to shore up process and net results next year.

 **IX: Miscellaneous:**

 P.J. Libby requests next meeting agenda to include clothing with MRE

 logo and PTO for Spring of 2013.