* *

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

***Serving the***

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

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

***Meeting Minutes – October 3, 2012***

**In Attendance:**Michele Basile, Stephanie Stanton, P.J. Libby, Angela Dolan, Paula Castner, Maggie Bonazzoli, Jenn Richardson, Giayane Hanyalogglu, Manuela Michel, Jennifer Shea, Scott Rossley, Maureen Principe, Kerry Wanamaker, Ann Fleury, Nicole Reed, Shelly Kennedy-Leonard, Cheryl Mccarthy

1. **Auction Update – Paula Castner**
2. Auction to be held Friday April 5th @ Devon’s Common
3. Dinner includes: ziti pasta / meatballs / salad coffee, tea and desert and cash bar
4. Cost per ticket:
5. Early Bird registration $15.00 per person plus $3.00 gratuity. PTO absorbs the $3.00 gratuity cost. For a total cost of $18.00.
6. Regular price ticket (after early bird cutoff date will be $18.00 per person.
7. Table of 8 people can reserve ticket @ $14.00 per person
8. Contract with Devon’s Common requires minimum payment of $2,000 due 2 weeks prior to event.
9. Details on event day: Space is available 12:00 noon until 12:00 midnight.
10. 12:00 noon set up space.
11. 6:00 – 11:00 event time.
12. 6:30 – 8:00 silent auction
13. 8:30 live auction begins
14. Forms going out for donations
15. LBM all set with classroom projects
16. Auction Committee currently had 18 volunteers
17. Need to find music for the event. Considering LBM Jazz band.

*Motion passed on ticket pricing and contract.*

1. **Treasurer’s Report – Angela Dolan**

Beginning balance - $52,500, minus other people’s money and outstanding

requests ($28,193) = $28,357 ending balance.

* 1. PTO website Host Monster.com (our domain name) expires 11/1/12; cost to renew for 36 months is $251.64.

*Motion passed to renew domain name*

1. **MRE Karate – P.J. Libby**

21 students are signed up for the 10 week program

1. **Spell-A-Thon - Maggie Bonazzoli**

This fundraiser is the same time as the Scholastic Book fair. Will announce this event on 10/25/12 by displaying pictures of prizes in display cases in hallway. Mr.

Rossley will give cover sheet to parents. Parents /family / friends pledge $ for

student.

a. November 1st start date. Currently have 8 prizes. Goal to have 18 total.

b. November 7th – names entered into raffle

c. November 9th – crossword puzzle due

d. November 14th – students find location of words throughout community

e. November 16th – skills demonstrated – winners announced. Pledge money

due.

f. Need 2 parents for each grade level.

1. **Other Fundraisers Discussed:**

a. Worcester Sharks – When to do this? Feb or March

b. Family Night at the Strand Theater an option

c. UNO restaurant successful if teachers are present

Concerned that the Spring Auction may compete with these other fundraisers.

1. **Movie Night and 4-H Food Drive: Angela Dolan**

a. Food Drive under way – now through November 15th

b. Movie Night is fundraiser for Food drive unrelated to PTO. PTO paid $375 for movie license and there are limits on what movies are available.

1. **Elections: P.J. Libby**

a. Jen Shea elected as Co-Vice President

b. Holly Berry and Scott Rossley voted in as Teacher Co-Presidents

*Motion passed to vote in all three nominees*

1. **Miscellaneous:**

a. Previous years PTO Board members met ½ hour prior to meeting

b. Scott Rossley $300 Natures Classroom. $625 not to exceed $2,000. Will give a Power Point presentation next week.