

**Lisbon Central School
PTO Meeting Agenda
July 10, 2024
6 PM in LCS Room 36**

Call to Order 6:01PM

Attendance Katie Vane, Brandi Larkin, Jessica Sulik, Becky Jimenez, Heather Pina, Lana Nash, Christopher Sheldon

Introductions

Review June 2024 Minutes Brandi motioned to accept, Jess seconded, motion approved

Treasurer's Report- closes with \$8675.52, deposit of \$400 check need to be deposited for 8th grade dance, Bunny Brunch janitor check still needs to be closed out, email sent again today, \$570 remaining balance to be collected for Sea Unicorn tickets, \$740 is Sea Unicorns final invoice. \$500 budgeted for Mom Prom DJ. Spent an additional \$143.64 on a tablet and accessories. \$ 8061.88 is final balance. Checks cleared this month fees for barn, cleaning, apparel invoice, changed accounting software, gift for retirement for Mr. Gracia. 8th grade dance PTO contribution was \$268.28, which was under budget. Sold 178 tickets for Sea Unicorn game, profit was \$890.00 from ticket sales. Spent \$50 on thunder sticks. \$838.33 profit, which is up \$164.44 from 2023 sales. Katie motioned to accept, Becky seconded, motion approved.

Administration Report open house Sept 12, 2024. First day of school August 29th. Teacher assignments go out in the second week of August.

Old Business

1. Flocking- looking to do as a fundraiser in the Spring of 2025. Discussed doing in April.
2. New Accounting Software- working very well. Budget to actual cost can be evaluated with this program.
3. Mom Prom-
 - a) secured DJ Stella Tunes, offered her \$500 when she usually charges \$1,500.
 - b) Insurance covers us completely and did not have that as an extra expense for a liquor license, since we are having it at a venue that has their own liquor license and they will be serving.
 - c) Mom Prom is a registered trademark, had to fill out a contract but no expense for us to incur. We will be able to keep the profit since the PTO is a 501 non profit.
 - d) Johnny Bees has a food truck and may provide food off a menu for the Mom Prom. Will see if we can get a menu, would be an extra expense for people ordering. Would still be able to bring in our own snacks.
 - e) Decorations, linens discussed for tables. \$70 for tablecloths. Balloon arch discussed. Nothing can be hung from the walls. Will possibly have a photo booth with built in program to use for the Mom Prom. Centerpieces discussed.
 - f) Prizes for best promposal and a door prize. Discussed possibility of a basket raffle. Talked about the door prize being a gift card for Johnny Bees for \$25. Budget for best promposal prize set at \$50. PTO executive members will provide gift baskets for the raffle.
 - g) Koozie's discussed as favors, \$100 budgeted.
 - h) Everly After Floral to partner with us to make corsages with a percentage coming back to PTO
 - i) Total budget set for mom prom \$1,500. Brandi motioned to accept, Jess seconded. Motion approved.
 - j) Subcommittee info meeting August 7th after PTO meeting

4. Family Fun Day- August 24,2024

a) five food trucks, touch a truck, bishop house; at the track, five inflatables including obstacle courses, a pirate ship bounce house, a regular bounce house and a “wrecking ball.” Giovanni’s rentals gave discount for the inflatable rentals. Face painter secured. 8th graders will help with temporary tattoos. Active aging center to do paper airplane contest and bracelet making with the kids. Boy Scouts are doing pinewood derby, discuss girl scouts possibly being represented.

b) discussed doing lawn/carnival games, giant jenga, connect four, can jam, tic-tac-toe as ideas, \$77 for Norwich Lumber as money available to us.

c) movie will be played at night, popcorn from PTO. Should contact AMC to see if they will donate popcorn as well. Movie possibilities as If, Inside Out 2, Garfield, Minions 4. If decided as movie we will show.

d) cotton candy machine rental, \$70 plus \$70 for sugar and cones, rental from Giovanni’s. Will charge \$2 for cotton candy, \$2 for popcorn.

e) “Candy monster” to be put out at family fun day to accept donations of candy for the trunk or treat

f) \$5 admission to get into “fun zone” will be profit for PTO, will need to get wrist bands

g) budget to be set for family fun day, which includes cotton candy, games, wrist bands and temporary tattoos at \$250, Brandi motioned to accept, Jess seconded, motion accepted

5. Mr. Gracia's Retirement- gift card given

6. Sea Unicorn Game- anyone who wants to sing the National Anthem to meet at 6pmon the top of section 18. First pitch will be decided 7/11/24. Total profit \$838.33, which is an increase of \$164.44 from last year.

7. 8th Grade Dance- went very well, came in under budget

New Business

1. Fundraisers for 2024-2025

- a) Spring Flocking April 2025- general fund
- b) Mums Sept 2024- general fund
- c) Pies in October for November delivery- 8th grade
- d) Candy bars January 2025- 6th grade
- e) Breakfast with Santa- 6th grade
- f) Bunny Brunch- 8th grade
- g) Mom prom- general fund
- h) Family fun day- general fund
- i) Baseball game- general fund

2. Event Planning 2024-2025

- a) Vendor fair 11/23/24
- b) Breakfast with Santa 12/7/24
- c) Bunny Brunch 4/5/25 with rain date 4/12/25
- d) Movie nights 10/25/24, 12/13/24, 3/14/25
- e) Skate In, 9/24/24, 10/29/24, 11/26/24, 1/7/25
- f) Dances - Someone Special and Me Pre K-2nd grade 2/7/25
 - 5/6 11/1/24
 - 6/7 grades 4/4/25
 - 8th grade dance tentatively 6/6/25
- g) Parent social 3&4 grades 1/24/25
- h) Trunk or treat 10/25/24 followed by movie night

***New year concession budget set at \$850, Jess motioned to accept. Heather seconded. Motion approved.

Additional Topics- meeting for 8th graders is open house night

-Purchase of the bricks

Adjournment 8:20