

**Lisbon Central School  
PTO Meeting Agenda  
August 8, 2024  
5:30 PM in LCS Room 38**

**Call to Order- 5:35PM**

**Attendance- Katie Vane, Brandi Larki, Becky Jimenez, Lana Nash, Heather Pina, Emily Kilcollum, Christopher Sheldon**

**Introductions**

**Review July 2024 Minutes- Brandi motioned to approve, Heather seconded**

**Treasurer's Report- We have transferred our balance from COFCU to JCSB- leaving \$1 in the account to maintain online access until the end of August.**

**Our current balance is JCSB is \$10,452.22. There is a \$140 check to deposit for the sea unicorns game and June skate in check for \$81. This brings our balance to \$10,673.22.**

**Event updates-**

**a)Sea Unicorns- We sold an additional 6 tickets to the sea unicorns game. We sold a total of 184 tix. Our profit was \$868.33 after the square fee and boomers.**

**b)Family fun day- We have to return the connect 4 bag so nothing has been purchased. We have received 2 sponsorships of \$1,500 and \$200. Our budget was \$250 which means we have a total budget of \$1950**

**c)Mom prom- Our budget is \$1,500 and we currently are at \$829.28 that includes DJ, VFW deposit, prizes and tablecloths. We are currently \$670.72 under budget but still need to get desserts.**

**Administration Report- Class list will go out 8/9/24. First day of school is 8/29. Same drop off and pick up procedure to be followed. First Student busses will send out postcards for bus assignments. 9/12 5:30-7 is open house.**

**Old Business**

**1. Fundraising for 2024-2025**

- a) Facilities requests need to be filled out and submitted for dances, vendor fair etc. 10/18, 11/1, 11/23 to be submitted. Proposed \$100 budget for mums. Katie motioned to accept, Lana seconded
- b) Pies- on sale September/October for delivery 11/21 from 3-5pm.
- c) This year, we are focusing on fundraising for 6th and 8th grade classes for their trips due to large expenses. We will discuss with business manager to see how we can allot money for individual grades.

**2. Event Planning 2024-2025**

- a) Open house items, \$100 budget set for items to giveaway. Brandi motioned to accept, Heather seconded
- b) Will discuss Santa Breakfast at next meeting
- c) Trunk or treat- discussed moving to October 18th from November 1st, which also includes movie night to follow. Trunk or treat 6-7:30 PM. Candy donation flyer to be done. Last year, received from Whelabrator, D&G electric, Justin's barber shop, Walmart and Target.
- d) Katie will reach out to skate inn to solidify dates

**3. Mom prom progress**

- a) Hard copy tickets available for purchase
  - b) Tablecloths have been ordered. Coozies were ordered. Chair covers have been secured. Discussed ideas for centerpieces. DJ Stella Tunes. Need to get decorations. Johnny B's to provide food for purchase.
  - c) Will have booth at Family Fun day to sell tickets
4. Family fun day volunteers- need more volunteers. 8th grade volunteers have started to sign up. Cotton candy machine, apparel, fun zone is \$5/pp. Five bounce houses, food trucks, lawn games, pickleball demo, Boy Scouts are doing a pinewood derby demo. Face painting, temporary tattoos. DJ for the whole day. Car show.

### **New Business**

1. Meeting house and sharing movie license
  - a) Meeting house wants to turn area there into a space to show movies. Asked about sharing our movie license but movies need to be shown on school campus with our license.
2. Trunk or treat
  - a) moved to 10/18 6-7:30PM
3. PTO recruitment
  - a) PTO recruitment flyers, especially for pre school and kindergarten classes
  - b) Sinch bag, calendar magnet with dates of meetings, coloring books with story, bracelets discussed
  - c) Discussed possibility of a social event
  - d) Discussed coming to pre k orientation during watermelon social- \$300 budget for recruitment, Katie motioned to accept, Lana accepted
4. Welcome back flyer for school packet
  - a) Need to try and get younger parents involved
  - b) Pre K orientation 8/22. Approx. 50 students coming into pre K
5. Banking- see above to change in banking institutions
6. Amazon account- have prime account
7. Craft/Vendor Fair- will reserve room and invite vendors from last year
8. Open House/8th grade meeting- need to come up with a list to present at 8th grade meeting in regard to volunteer opportunities.

### **Additional Topics-**

- a) **Bluetooth capable projector to be purchased to use for PTO and Family Fun day. \$200 budgeted. Katie motioned to accept, Lana seconded**
- b) **Walkie talkies for family day, trunk or treat, etc. \$300 budgeted. Brandi motioned to accept, Becky seconded**
- c) **Paper cutter to be purchased, \$30 budgeted, Brandi motioned to accept, Katie seconded**
- d) **Banner, lawn signs and volunteer shirts for Family Fun day, up to \$500 budgeted, Brandi motioned to accept, Lana seconded**
- e) **Will look into PTO flag to display on our table**
- f) **At the beginning of the school year, the PTO should be represented at the Board of Ed meetings to keep them informed. Discussed having ambassadors represent PTO in rotation.**

**Adjournment 7:04PM**