

October 8, 2015 PCO Business Meeting

Christy Fitzpatrick Burns read the mission statement.

Meeting Location – Meetings have been taking place in the Upper School cafeteria. It was suggested that it be moved to the Lower School to help engage Lower School families. Unanimous approval so all future meetings will be held at the Lower School.

Memorial Fund Donation – Suggested that the PCO make a donation to the Desean Fountain Memorial Fund. All agreed it was a good idea. A vote for \$250 was approved via email after the meeting.

PCO Board Rep – There was one nominee for the Board Rep position. Kate Brennan submitted a letter. Unanimous vote to approve Kate Brennan as Board Rep.

Budget – A new budget for the 2015-2016 school year was presented by Marla Ferrency. She requested some help to determine some of the costs for various PCO events. It was noted that \$500 was already spent on pizza for staff appreciation this year. Kennywood ticket costs will be raised by \$2 this year to generate some funds for the PCO. The \$2 increase will raise approximately \$1000. Unanimous approval for the amended budget as discussed.

Treasurer Report – Marla circulated the September report from Quickbooks showing that we have \$40,297.72 in the bank account. Approximately half is for the 2014 and 2015 Blooming Bash events, with about \$20,000 in the PCO general fund.

Erica Levin has graciously agreed to step into the Treasurer role. Marla Ferrency will be training Erica on Quickbooks for the next few months to get her up to speed. Unanimous vote to approve Erica Levin as new Treasurer. The following individuals have the authority to access the PCO bank account and sign checks for the PCO (all checks must have two signatures): Jon McCann, Erica Levin, Christy Fitzpatrick Burns, Susan Kimmel Kelly, Marla Ferrency.

Staff Coffee Update – \$40 a month will be added to the budget for staff creamer and sugar.

Bake Sale Policy – Unanimous approval for policy to state that bake sales are nut free.'

Mini Grants - Four mini grants were approved, at the recommendation of the Mini Grant Committee. They are:

- Outdoor Recess Toys (\$200) requested by Anat Talmy (ECS parent)
- DJ Controller requested (\$320) by Martin Reidell (LS music teacher)

- X-Country & Ultimate Tent, Banner, and Table (\$250) requested by Kasia Sudol (ECS parent) and Nick Kaczmarek (Ultimate coach)
- Go Pro Hero video cameras (\$250) requested by Danielle Fox and Wes Horst (4th-5th grade looping team)

One mini grant for water bottles for all Lower School students was not approved because of concerns about logistics and quality of the bottles.

By Laws - All by-law changes were accepted. The major change was to change the composition of the Executive Committee to 9-13 members instead of 15. The PCO "moderator" is now called the "chair." Other changes clarified dates and language.