

January 12, 2021, 3:00 p.m. | *Meeting called to order by* Linwood Hudson @ 3:06pm

In Attendance

Executive Board Members

- Linwood Hudson, President
- Nichole Marsden, Vice President
- Elizabeth Shouse, Treasurer
- Debbie Nichols, Secretary

Review of Spending Request

- The PTO Executive Board called a special meeting to discuss and vote on a spending request from the basketball coach. Minutes of this meeting will be reviewed at the beginning of the next full meeting of the Board.
- A BMS family made a large donation to the PTO and requested a significant portion to go directly to the basketball team. The coach would like to purchase a gift bag for each member of the team to present at the last practice.
- The PTO bylaws do not outline the rules for who is allowed to make purchases, and therefore do not restrict purchases to be made exclusively by PTO Board Members.
- The coach has requested permission to make two purchases not to exceed \$550:
 - Water Bottles (18, approximately \$150)
 - T-Shirts (18, approximately \$400)
- Linwood Hudson moves that we approve up to \$550 for the coach to make the purchases and submit receipts for reimbursement. Nichole Marsden seconds, and the motion passes.
- The Board will review our handling of future earmarked donations.

PTO Business

Linwood Hudson reviewed ongoing PTO business.

- Cards for teachers and staff with upcoming birthdays will be completed and sent out.
- More wish list items are coming in. Linwood will email Ms. Weidner to check the status of PTO involvement. Elizabeth suggested that the PTO could assist by advertising the request for needed items, possibly at the next luncheon.
- The Project Lit group has submitted a request to fund one month of books for their reading group. This will be discussed further at the next full meeting.
- The PTO discussed offering a coffee cart as the next teacher appreciation event, possibly on a Wednesday. The Board will need to request prepackaged snacks from parents. The Board will also consider serving iced coffee instead of hot. Linwood will discuss the options with Ms. Weidner

Meeting adjourned.