

1. Next meeting will be in April
  - a. Will elect new board members.
  - b. Will highlight each board position on the FB page.
  - c. WE will assist with transition
  - d. New board members have ability to guide the PTO and come up with ideas.
2. VP - Special Programs - AShley Craig-Diaz
  - a. Typically in charge of WatchDOG and Teacher Appreciation
  - b. Have done 2 teacher appreciation luncheons
  - c. Recommend continuing with catered lunches going forward.
    - i. Easier, get more participation, allows us to support local business.
  - d. This role can be split and have multiple people helping in this role.
3. VP - Student Enrichment - Tami Laye
  - a. Typically handle room parents but didn't do that this year.
  - b. Taking care of teacher restrooms.
  - c. Have all info to make the room parent program run smoothly and will transition and share this info with the incoming VP in this role.
4. VPs - Fundraising - Lia and Claudia
  - a. Typically, schedule one fundraising event per month.
  - b. Like to mix in fundraising with social events, make it interactive, try to avoid selling baked goods, etc.
  - c. COVID year
    - i. Raised about \$200 with Chipotle spirit night
    - ii. Peachy Corners cafe - like to support local businesses
    - iii. Need things we can do with smaller crowds.
    - iv. Virtual game night - people enjoyed it, wanted more sessions bc it went by quickly.
    - v. Holiday photo shoots, very popular, planning to do one in Spring.
  - d. Fundraising role is very important but very fun!
    - i. We fundraise to be able to pay for enrichments for teachers.
    - ii. Will provide a lot of notes and an end of year plan.
    - iii. Claudia and Lia both have small children and work full time but enjoyed this role and found it manageable.
  - e. In the past this was held by 1 person, so it can be held by 1 or 2 people.
5. Secretary
  - a. In charge of newsletter, sending out email communications, updating website, notes at meetings.
6. June's role
  - a. Posting social media, creating graphics
7. Parliamentarian
8. Treasurer
  - a. Accounting background is useful. In charge of income and expenses.
9. Vote needed for bylaw change
  - a. Uli calls for amendment

- b. Call for yays - raise hand
  - c. Call for nays - no raised hands.
  - d. Amendment passed
10. Move to approve October meeting minutes - Passed