

**Hillview PTO Executive Board Meeting
Hillview PAC
January 17, 2017**

Meeting Minutes

Present: Jody Buckley, Julie Nelson, Betsy Mulhner, Christie Tonsfeldt, Ashley Wagstaff, Chris Sewell, Michelle Box, Patti Buck, Gina Skinner, Kate Kennedy, Carolyn Lynch, Sherwin Chen, Deanna Schroder

Call to Order- Jody Buckley and Julie Nelson, PTO Co-Presidents

The meeting was called to order at 9:15am following the adjournment of the General Meeting.

Approval of December Executive Board Meeting minutes- Deanna Schroder

Gina Skinner made a motion to approve the minutes from the December 5th, 2016 Hillview PTO Executive Board Meeting. Ashley Wagstaff seconded the motion and all approved.

Auditor's Report- Carolyn Lynch

The books are tight and correct down to the last penny. Thank you to everyone who keeps the books in great shape because it makes the auditor's job really easy.

Bernice van der Meer, Auditor for the 2014-15 school year, gave me a case that has a bunch of documents that are not relevant anymore. What should we do with this?

Gina Skinner has a plastic bin with some receipts in the PTO Closet and has offered up space for the Auditor information.

Christie Tonsfeldt, Vice-Treasurer

Cara Magliaro, Treasurer couldn't be here today so Christie Tonsfeldt gave the Treasurer's report.

Most of the income came in during the fall and most of expenses are still yet to come. Budget expenses amount to \$25,700. We have \$8,300 of unbudgeted income from our Fall Fundraiser. The PTO gave \$4k to the Friends of the Library.

Patti Buck, Volunteer Coordinator

We haven't needed any other volunteers than the current volunteers so we are in good shape.

Betsy Muhlner, Communications

I wanted to give a shout out to Jo Lofthouse, our Website Content Manager. She has been amazing. She had to go through and fix every link on the PTO website. She is behind the scenes doing everything seamlessly. We will miss her next year, and we will need to replace quite a few people - a newsletter volunteer and a website volunteer.

Kim Hinshaw, After School Activities

Kim couldn't be here so Julie Nelson gave the report. After school Coding is not going to be a class for the winter trimester, but we've kept it on the website and listed it as t.b.a. for the spring session.

Announcements/New Business - Jody Buckley and Julie Nelson

Chris Sewell and Ashley Wagstaff, Co-Vice Presidents have to consider starting to fill the 45-50 chairperson roles for the next school year.

All of the schools are recruiting at this time of year, so it is extra hard when everyone is recruiting at the same time. A good recruiting resource are our Academy Parents.

The Executive Board Meeting was adjourned at 9:36am.