**Putnam Heights PTO General Meeting Agenda**

Thursday, September 17, 2020, 6:30pm

Virtual Meeting

1. Introduction of attendees
	1. Andress Wainwright, Andy Hofer, Anne Lindahl, Bridget Balts, Brittany Peterson, Elissa Fromm, Erin Anderson, Jamie Kampf, Jess Arnold, Vera Matter, Ku Mua, Lori Stankey, Kirsten Jolivette, Rod Bonesteel, Diana Lesneski
2. Principal Report - Diana Lesneski
	1. Thank You Video
3. Who We Are
	1. What is the PTO?
	2. What we Do
	3. Ways to be Involved
	4. Specific chairs/Officers still needed for 20-21
		1. Secretary – Vera Matter (potential)
		2. Muffins in the Morning
4. Committee Updates
	1. Book Fair – No updates
	2. Family Events – No updates
	3. Grounds – No updates
	4. Logo Wear – working on confirming design
	5. Parent Advisory Committee – No updates
	6. Popcorn/Snack Days – looking at seasonal themes, ensuring allergy free snacks, everyone loved the snacks (chips)
	7. Yearbook – Have the current yearbooks that were ordered, were told that we would get the remaining ones soon. We will begin handing out the yearbooks as they come in.
		1. All students will get yearbooks from last year.
		2. Families that ordered yearbooks will get a $10 coupon
	8. Fundraising
		1. Chipotle in September
		2. Toppers in October – waiting on date
		3. Butterbraids for people who want to order them
5. Elections
	1. Fundraising – Jamie Kampf
		1. Nominate – Anne Lindahl, 2nd – Erin Anderson
	2. Treasurer – Heather Golden
		1. Nominate – Anne Lindahl, 2nd – Erin Anderson
6. Directory – Kirsten Jolivette
	1. Will be sending out the directory information for families to complete online
7. Budget – Approve budget
	1. 1st – Kirsten Jolivette
	2. 2nd – Jess Arnold
8. Bylaws – Approve updated Bylaws
	1. 1st – Kirsten Jolivette
	2. 2nd – Diana Lesneski
9. Motion to Adjorn
	1. 1st – Jamie Kampf
	2. 2nd – Elissa Fromm