

Virtual Executive Meeting

Monday, November 9, 2020 3p

In attendance: Chris Jones, Gail Morrissey, RyAne Taylor, Patricia Feeney, Denise Smith, Carey Moran

Discussion about the PFO Closet. Where is it in the new building? It should have our Hot Dog roller and other items. Otherwise, where are those items? *Patricia to talk to Pete about space for the PFO.

Denise has credit card and checks for the PFO. Plus book with receipts. *Denise will bring things to the school for drop off for RyAne.

There was a Facebook charge of \$20. Craft Fair boost ad was in the Spring. This charge was from September 20th. Possibly from Chris? *He will look into it.

PFO membership form. Who has it? Can we send it out? Looking into annual dues to be a voting member. Other Tech schools do it. Bring it up at meeting. Decision for \$10 donation Dues via check and/or Venmo. *RyAne to make the letter/form and send to Chris and Patricia.

*Denise will send letter of resignation and/or be at meeting to state resignation. Must vote at this months meeting for Officer change. Then put in minutes, print on letterhead for banking change with Charter Oak. PFO doesn't have an official letterhead. Chris said to snag the image from online. *RyAne will make the letterhead for the bank.

Janice Jolly is interested in being involved with the PFO. (There was another teacher, but I didn't catch the name.)

Chris and Carey act as officious.

Chris will promote general meeting on Parent Square, social media platforms, and put on sign at bottom of hill. *Remind Chris to promote meeting.

*RyAne to make a form for "Request of Funds" for staff to use when requesting money from the PFO.

Gail has PFO sign and the glass jar, Denise has the other 2 plastic jars.

Carey is interested in doing a Bingo Fundraiser again. *She will look into when it is available.

PFO has Venmo and Cash App accounts. *Denise and Chris will look into getting the information for those. Gail found info on the Venmo account.

King and Queen crowns have been bought for Prom. Due to Covid, they weren't used, so we have them for this year.

*RyAne to make agenda for meeting on the 16th.

We Have an Amazon Smiles account. *Denise to look for information on it.

*Denise will give RyAne info on the PFOs email account.

Submitted by RyAne Taylor