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# September PTO General Assembly Meeting Minutes

## Rumsey Station PTO

Thursday, September 7, 2023 @ 6:30 pm

Meeting called to order by President Jenny Gollenhon

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### Attendees

Jenny Gollenhon, Traci Nimmo, Hannah Mumma, Ana Funkhauser, Erin Maloney, Iby Dominguez, Angie Fair, Courtney Gatzemeyer, Sarah Conoway, Alycia Denos, Elizabeth Bowers, Annie Medakovich (via phone), Veronica Rosman (via phone), Ashley Klauer (via phone)

### President's Report

President Jenny Gollenhon called the meeting to order at 6:30 pm.

The meeting began with a representative from Mathnasium, Michelle Kester, giving a presentation about Mathnasium's programs and offerings. Mathnasium provides math only enrichment and extra help to school aged children. We discussed a possible math night at the school and/or a free sample session.

President Gollenhon said she updated the PTO website with dates for the current school year. Also the minutes from the last General Assembly meeting in March 2023 were approved.

We then discussed the upcoming Trunk or Treat event set to take place October 29 from 2-4 pm. Ana Funkhauser will reach out to Flocking Flamingos bakery about doing a trunk and also to Modern Waffle food truck about possibly coming to provide a food option. Traci Nimmo will create a Google form for who is signing up to decorate a trunk. It was decided that the event would be canceled if it rains.

The next order of business was the Rumsey Run fundraiser, taking place September 29, 2023. Nimmo will email logos of sponsors to Gollenhon to post on the website. It was decided that we will do two popcorn days for the classes that reached that prize level. Nimmo will create a sign

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up sheet for teachers to choose a time slot to bring their class down for the popcorn. Erin Maloney will get the candy toppings to use for the popcorn bar. We will coordinate with individual teachers about the ice cream prize for those classes that reached that level. For the classes that reach the pizza party prize, that will take place the Tuesday before Thanksgiving. Nimmo will announce the winners of the Papio Fun Park wristbands.

## Vice President's Report

Chef's Night Out earnings for August:

Kona Ice - \$118

Graley's - \$150

Texas Roadhouse - \$220

The tshirts for the fundraiser have been ordered from RPM Printhouse.

## Secretary's Report

## Treasurer's Report

Treasurer Erin Maloney motioned to approve the proposed budget for the 2023-2024 school year. Ana Funkhouser seconded the motion. The motion was approved unanimously.

Budget adjustments from the previous school year:

- \$10,000 fundraiser expenses – we anticipate this will be lower, but are budgeting a higher amount to be safe. This amount will include t-shirts for all students as well as the class level prizes.
- Staff Grants/Special Requests
  - Raised this amount to cover a few expenses we know are upcoming that we would like to include in our budget.
    - Approximately \$1,000 for upgrades to the staff lounge
    - \$350 for an author's visit. The total cost is \$700, but we are splitting it with Trumble Park Elementary.
- Staff Appreciation & Meals
  - We combined the staff appreciation and staff meal lines to allow for more flexibility in treating our staff throughout the year. This money goes to cover meals during conferences and other events at the school, as well as staff appreciation week.
- Monthly Treat/Popcorn - raising this amount to cover monthly popcorn, because in previous years we budgeted for quarterly popcorn.
- Field Trips

- Raised this amount to \$3,000. We spent \$2,397 last year, and between the cost of bussing students and admission to some of our standard destinations, we wanted to add to this line item to accommodate as many or more field trips as we did last year. We already have a request for a trip to Vala's for the kindergarten students!
- Beautifying the school or various upgrades – budgeted an estimated \$12,000
  - Mr. Kauk recommended a budget between \$5,000 and \$8,000 for some landscaping upgrades, including potentially planting a few trees, adding some shrubs, and some plants that gardening club can help plant.
  - Adding a free little library. This can cost anywhere from \$150 to \$700. The higher number would include purchasing an already built Little Free Library box and installation post, as well as a charter to use the Little Free Library name. The lower amounts include materials to build our own (there are blueprints on the website) and purchasing a charter for the library.
  - Updating the train car. We are working with a local artist who is interested in helping us freshen up the train car. We don't have an exact amount for this yet but will share more details after we know the results of our fundraiser and meet with the artist. The train may need some additional repairs to windows, which would add to potential cost.
- Events Category
  - We combined several events into one overall category to allow for more flexibility throughout the year. We will continue to keep everyone abreast of updates throughout the year, but this allows us to avoid calling a special meeting for small adjustments to the budget. The proposed amounts are outlined on the budget document, but the total category budget is \$7,000. This is all of those estimated amounts plus \$850, to allow for price increases year over year.
    - Classroom Party budget
      - We updated this amount to reflect a budget of \$2/student per party. We haven't historically had many people take advantage of the budget, as parents have generously donated funds and supplies to make the party work! We will communicate with party volunteers that they can request reimbursement and the budgeted amounts before parties.
    - 6<sup>th</sup> grade party budget
      - Increased this amount through a vote last year, so we are going to go with an amount closer to actual spend. Last year that money allowed students to go to Amazing Pizza Machine.
    - Field Day
      - Increased this amount through a vote last year to allow us to rent inflatables for the day.
    - Movie Night
      - Increased this amount, because last year we spent the \$100 budgeted and used some of our miscellaneous/popcorn money to supplement and allow us to buy candy for students.
    - Trunk or Treat

- We can use these funds to host a trunk or supplement candy if we need to
- Spring picnic
  - We used this money to purchase decorations/supplies and hire entertainment.
- Bingo for Books
  - We purchased one book for each classroom last year for a total cost of just under \$200. To account for potential price increases, we raised that amount to \$250.
- Watch DOGS
  - Mr. Kauk has a pizza party planned, would like to do donuts with dads, and potentially wants to purchase some additional signs and advertisements.
- Back to School Night
  - The PTO purchased pavers and paint so students could decorate bricks.
- Safety Patrol Party
  - The bus and admission to Papio Fun Park was \$751 last year. Went to \$800 to account for fluctuations.

Funkhouser will look into some local landscapers to get bids for improving the front train area. It was also mentioned that Maloney could reach out to the Offutt Spouse's Club to request funds.

## Members at Large Report

Funkhouser reported that Treat Yourself Tuesday in August went well. Teachers were very happy to have drink provided in addition to snacks. Gollehon will have Administrative Assistant Melissa Yeshnowski add Treat Yourself Tuesday information to the newsletter each month. Gollehon will post reminders on the school Facebook page. Kindergarten will be providing snacks/treats for the month of September.

## Teacher's Report

Alycia Denos requested funds for a kindergarten field trip to Vala's Pumpkin Patch. She also requested funds for updates to the new teacher's lounge.

## Meeting Closure

The meeting ended with discussing advertisements for future PTO meetings. Future meeting dates will be posted on the marquee out front and email/text message reminders will also be sent.



The meeting was adjourned at 7:26 pm.