

## November Meeting Minutes Tuesday, November 5, 2019 7 p.m. | Grant Watts Library

### Attendees:

Poppy Elshaug, Virginia Fenstermaker, Kayla LaBranche, Erica Smith, Ann Layton, Alison Hecht, Mary Ann Triska, Stephenie West, Megan Moon Meinecke, Jessica Townsend, Lenore Thawley, Kate Anicker, Ivy Freimuth

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### I. Call to Order:

- Meeting called to order at 7 p.m. by president Poppy Elshaug.

### II. Guest Speakers:

- N/A

### III. President's Report: Poppy Elshaug

- Poppy Elshaug presented on the following:
  - **Fall Harvest Festival:** Thank you to Kate Anicker and Jessica Townsend for their leadership at the successful event.
  - **Box Tops:** The first collection winner was Mrs. Powers and now the new collection series is underway. Thank you to Erica Smith for leading.
  - **Turkey Trot:** Thank you to Megan Meinecke for her leadership; t-shirt orders are due Nov. 8 for the Turkey Trot.
    - *Consider offering a sweatshirt option in 2020.*
  - **Grant Watts Garden Plan:** Mary Ann Triska and Poppy Elshaug offered some insights on meeting with Mrs. Stearns and Mr. Porter that the project is still in the discovery phase seeking a project manager. Dr. Porter wants to ensure that the garden is equitable with Warren Elementary.
    - No funds from GWPO have been spent that were earmarked for the garden from Auction 2018 and Auction 2019.
    - *Inquire about a financial report out on funds spent to date per Mrs. Stearns respective to the Garden.*
    - *Consider creating a pie chart of spending categories on the back of the collection envelopes for the Fun Run to indicate where funds are being allocated.*
    - *Inquire if the Fun Run funds are spent in entirety each year.*
  - **Grant Watts Giving:** GWPO is partnering with Mrs. McDonald to lead the giving program. We will be collecting items throughout the month of December with more detail coming home in Tuesday folders next week. This will be a grade level competition. We will also share a sign-up for volunteers to count and sort the donations.

- Bulletin board outside of the office will display weekly status updates by grade.
- *Consider doing a visual illustration for the front lawn (drop-off)*

#### **IV. Treasurer's Report: Kayla LaBranche**

- Kayla LaBranche presented on the following:
  - 2019-2020 Budget Updates via InRoads Credit Union
    - Overages
      - Tillamook Forestry Center (\$500) actual \$550. More students are enrolled than what was projected when this trip was budgeted last year.
      - *Total overages of \$50*
    - At budget / under budget items
      - Fall Harvest (\$1,500) actual \$1,430.29
      - *Total savings of \$69.71*
  - Account balances as of [11/3/19 5 p.m.]
    - Checking \$4,796.85
    - Savings \$247.97
    - Money Market \$52,226.26
    - Certificate \$19,297.94 (matures May 2020)

#### **V. 2020 Auction: Poppy Elshaug**

- Poppy presented on the following
  - Ticket and tables sales are live, and we will share the link on Facebook and GWPO.org.
    - Volunteers will receive a free ticket for the event.
  - Next meeting Nov. 20, 7 p.m. at Bobbi-Ann Ogburn's house
- *Consider communications more centered around the pricing and tables.*
- *Consider a way to offer parents the option to bid / stop-in without purchasing dinner.*

#### **VI. Other Business:**

- Megan Meinecke presented on Walk-A-Lot:
  - Requested an increase of budget to \$500 (from \$200) as was slated in previous years.
  - Megan explained that punching the cards at recess is a cumbersome and volunteer-heavy effort with 383 students that are active with the Walk-A-Lot program.
  - Proposed EZ Scan software system to execute immediately in the amount of \$149.99 and encourage more running with students.
    - Offers up to 1,500 students/QR codes
    - Unlimited downloads of the app
    - We can proactively send student updates with teachers
    - Confirm if parents can login to see student stats
    - Data can be broken down by grade, class and student

- Ivy Freimuth motioned to spend \$300 to support the EZ Scan program and Walks-A-Lot. Kate Anicker seconded. Motion passed.

## **VII. Special Spending Requests Vote:**

- *Contingency budget balance: \$4,830.17*
- Jessica Townsend motioned to approve the SLC spending request for youth-sized headphones in the amount of \$375.00, effectively up to \$15 per headset. Kate Anicker seconded. Motion passed.
- Kate Anicker motioned to approve the spending request for \$239.99 for a primary classroom wall map in Mrs. Ziels' room with the contingency that it remain in the classroom. Ann Layton seconded. Motion passed.
- Jessica Townsend motioned to request that Mrs. Stearns first seek funds from the 1. Scappoose School District and 2. Fun Run funds; then GWPO will provide \$500 toward a Laminator that is not the same model as Otto Petersen. Kate Anicker seconded. Motion passed.
- Jessica Townsend motioned to deny this spending request from Ms. McKay for library spinning book racks and encourage her to use her slated \$500. Lenore Thawley seconded. Motion failed.
  - New motion: Ivy Freimuth motioned to support the purchase of a mirror in the amount of \$100 to support the visibility / safety issues in the library and encourage Ms. McKay to attend our budget meeting in May to request the spinning racks at that time. Jessica Townsend seconded. Motion passed.
- *Per above motions, \$3,315.18 remains in the contingency budget.*

## **VIII. Discussion:**

- No additional discussion.

## **IX. Adjournment:**

- Poppy Elshaug adjourned the meeting at 8:26 p.m.