**PALM VALLEY ACADEMY PTO BOARD MEETING MINUTES**

**DATE:** 01/19/2023 **LOCATION:** PVA multipurpose room

**MEETING CALLLED TO ORDER BY:** Beth Gassner

**ATTENDANCE:** Beth Gassner, Honesty Harless, Anne Powers, and Sam Baker

**MEETING MINUTES:**

1.) Call to order at 9:09am

2.) Established if quorum is present: Yes (4 board members) (11 members present, 4 members via zoom)

3.) President announced New Vice President of Middle School was appointed Sam Baker. Sam Baker had volunteered to fill the vacant position and the board had unanimously voted yesterday evening via. email to appoint Sam Baker Middle School Vice President.

4.) Review of December meeting minutes, motion to approve minutes made, motion seconded, vote passed to approve minutes.

5.) Financial update postponed until February due to Treasurer not present at meeting.

6.) President reviewed proposed changes to bylaws, **Quorum** to be changed from **4** executive board members to **50%** of the executive board as we were having difficulty establishing quorum with a limited number of executive board members. President asked members if there were any questions regarding change, no questions were presented. President made motion to change Quorum bylaw, motion was seconded by member, motion was voted on and passed with 15 members voting yes, out of 15 members present. Motion was unanimously approved. President discussed second proposed changes to bylaws, **Term of Office** will be changed to two years for the president-elect they will serve as president-elect for one year and then automatically transition into the president role the second year. The term of office shall be 2 years for the Treasurer and one year for all other board positions. President asked if there were any questions regarding the change, no questions were presented. President made motion to change term of office bylaw, motion seconded by member, motion voted on and passed. Motion passed by vote of 15 members voted yes, 15 members present, motion passed unanimously.

7.) Laura Freeman chair of the 8th Grade semi-formal spoke regarding upcoming 8th grade semi-formal, theme is a Night under the Stars date May 19th. The event is to take place in cafeteria. Committee is working with administration regarding logistics, fire code, and decorations. The goal is to make this an event that 8th graders will look forward to.

8.) 8th Grade Promotion is scheduled for May 24th. The Chair will be present to discuss event closer to event day.

9.) The Bobcat Bolt and MS Glow Bolt was changed enlight of recent events. The Bobcat Bolt is now scheduled for April 4th and the Glow Bolt for March 31st. There will be a Middle school pep rally March 24th and an Elementary pep rally March 27th. The Middle school Glow bolt will be in evening and will have glow theme with glow tunnel, glow sticks, glow foam, and food. Heather George is chair for the Glow Bolt. Member question on if parents will be dropping off kids or will they be spectators. Mr. Strom reports they are still working on all the logistics and have not decided if parents will be staying or dropping off. Elementary Bobcat Bolt will need 5-6 volunteers every morning week of the Bobcat Bolt to assist with handing out prizes.

9.) Fundraising Events we have TPC chip in for charity going on right now will send out social media post with link to sign up using our code BALLMARK. Link was down for all schools however link is now up and running. Dick’s Wings we have upcoming spirit night Feb. 15th 5-10pm. We are working on getting date for Coastal Wine meet the PTO night.

10.) Elementary Events have already discussed Bobcat Bolt. 5th Grade celebration is scheduled for May 23rd looking for committee member to assist with planning event. Reach out to vpelementary@pvapto.org

11.) Spring Carnival is scheduled for April 23rd Brittany Hulsey is the Chair of the planning committee. The PTO will need lots of volunteers to run this event. The same company that put on Candy Cane Lane will also be running the Spring Carnival. We will need volunteers to run the carnival games and also assist with silent auction. Committee is working on obtaining items for silent auction. If any PVA members are small business owners PTO is looking for donations for silent auction. Committee is also looking into having staff experiences as silent auction items and grades put together theme baskets for auction.

12.) Upcoming Elections, looking for volunteers for the election committee to help find nominations for board positions. Beth Gassner with be on the election committee as she won’t be running for re-election for next board. Heather George PTO member will also be on the committee. Elections will be happening at the April General Board meeting. If you are interested in a position you can co-chair a position.

13.) Volunteer Opportunities Bobcat bolt week of April 4th, Spring Carnival, and 5th grade celebration. Contact vpelementary@pvapto.org

14.) Upcoming events, Next General PTO meeting will be Feb. 28th at 9am. Stock the staff lounge is also coming up be on lookout for sign up for donations. Teacher appreciation is also coming up week of May 8th.

Meeting adjourned at 9:53am