



**PTO Executive Committee Virtual Board Meeting
April 7, 2021**

Attendees: Beth Carmody (Principal), Sara Dahlstrom (President), Nissa Cox (Vice President), Sandra Carlson (Treasurer), Brenda Miller (Assistant Treasurer), Annie Cudney (Communications), Amy Kay (Communications), Nicole Roberts (Secretary) Maggie Bietler (Past President)

Approval of 3/11/21 Meeting Minutes

Minutes emailed. Sandy Motions. Brenda Seconds. All in Favor. So moved.

***3/11/21 Minutes saved to Drive. Nicole will send 4/7/21 minutes by 4/12/21.**

Election of 2021-2022 Hubbard Woods PTO Executive Board

On 2/14/21, Nominating Committee placed an ad in the Item Newsletter inviting members to nominate candidates for openings and/or participate in the upcoming Nominating Committee meeting. Following this meeting, the Committee tendered a slate of nominees to President Sara Dahlstrom who were published in the 2/28/21 Item Newsletter (and subsequent issues) and featured on the PTO website along with notice and invitation to attend today's election. The slate included the following nominees: Anne Babick (Vice President), Brenda Miller (Treasurer), Elke Rehbock (Assistant Treasurer), Amy Kay (Communications), Michelle Cullen (Assistant Communications), Jessica Newell (Secretary), and Nissa Cox (President).

It has recently come to Sara Dahlstrom's attention that nominee, Brenda Miller, will no longer be able to fill the position of treasurer because her family is moving to London on August 1, 2021. Sara opens the floor for nominations, and upon recommendation of the Nominating Committee, nominates Anna Anderson to be lead treasurer for one year. There are no further nominations from the floor.

Accordingly, Nominating Committee Chair, Maggie Beitler, motions to elect the following nominees for the 2021 – 2022 Hubbard Woods PTO Executive Board:

Vice President - Anne Babick
Treasurer – Anna Anderson
Assistant Treasurer - Elke Rehbock
Communications - Amy Kay
Assistant Communications - Michelle Cullen
Secretary - Jessica Newell

President - Nissa Cox

Sara Dahlstrom seconds the motion. All in favor. The motion is approved, and the above slate is elected to the 2021-2022 Hubbard Woods PTO Executive board.

Principal's Report – Beth Carmody

Lunch mostly outdoors, with garbage returning home in lunch boxes. Spray disinfecting rooms will cease (shown not to be effective). Desk shields no longer required during class. Awaiting bolts for picnic tables. Square tables also available. Outdoor area being divided by pod. Long term subs for Affrunti and Kane becoming available soon. Nissa, Anna, Maria, and Gina utilized as daily lunch parents. Pioneer Room time slots open for individual fourth grade pods. Fourth grade farewell and outdoor education plans in process. Field Day in third week of May will be supportive rather than competitive. Spacing constraints mean some classes will be unable to converse during indoor lunch (need 6ft). School appreciates support from parents. Post spring break hybrid days will ensure smoother transition to modified full day, including for students returning from travel-based quarantines.

Treasurer's Report – Sandra Carlson & Brenda Miller

Finances in great shape. PTO continues to support lunches and other teacher appreciation. Transitioned to Stripe Billing system. Money should bypass Paypal except for direct donations. Online raffle provider cost only \$400 and should streamline process significantly.

Vice President's Report – Nissa Cox

District and village wide Earth Week challenges offered by pods. Publicizing on PTO website and in Item.

Communications Report – Annie Cudney & Amy Kay

Mayfest raffle e-blast today. Annie to send upcoming blast schedule to Sara for review. Room parents may potentially be utilized as well. Website will be updated to remove Brenda from 2021-22 slate.

President's Report – Sara Dahlstrom

Spirit Day: This Friday.

Faculty Lunches: 4/16 And 5/14. Can be buffet style.

World Travelers: Visiting Germany. France next year.

Bike Rodeo: After school on May 6. Signup Genius with slots. Fifty-person limit on playground. Boy scouts to set up stations. Kindergarten entrance. Laurel Avenue exit. Can locate Green Bay Cycles in Mann Park.

Mayfest: May 14.

Field Day: May 20 (or May 21 rain date).

PTO Thank You: Drive by changed to May 27. Handing out muffins.

Fourth Grade Farewell: Planning in process. Collaborating with other schools. Fourth graders encouraged to consider how they can improve HW as part of their farewell.

WGST Archiving: No volunteers. Contacting Phototronics. Board suggests looking into New Trier photo club or capabilities at Washburne.

Exec Board Transition: Sara to organize PTO Google Docs and email prior to transition. Sara also streamlining PTO binder. PTO should consider working with District to update bylaws for the future.

Final PTO Exec Meeting: Sara will host in person on June 1 and transition to new slate.

Volunteer Sign Up: Nissa and Sara will update and distribute on last year's timeline.

Good opportunity to right-size volunteer experiences in order to maximize participation.

Meeting Adjourned at 9:57AM.