

## LOOP GENERAL MEETING MINUTES

June 7th, 2016

**Call to Order:** Crystal Monsess

**Time:** 10:31 a.m.

**In Attendance:** Emily Friestad, Janet Long, Crystal Monsess, Brooke Jacobs, Cheryl Harvey, Sally Wallin, and Lori Hatteberg.

**Secretary's Minutes:** Motion to approve May general meeting minutes by Brooke Jacobs; 2<sup>nd</sup> by Cheryl Harvey. Motion carried.

**Treasurer's Report:** Cheryl provided: Fund balances as of June 7<sup>th</sup> were \$10,150.83 for general and \$2,492.86 for technical. Motion to approve treasurer report by Emily Friestad; 2<sup>nd</sup> by Lori Hatteberg. Motion carried.

### Old Business:

#### 1. Teacher Items:

- a. **Remaining monies:** There are a few teachers whom did not spend their \$50.
2. **Teacher Appreciation Week:** Teachers appreciation week went fabulously. Jen Slivka will chair again this next year. A motion was made by Sally Wallin to make teacher appreciation a budgeted item and to budget \$200 for said expense; 2<sup>nd</sup> by Lori Hatteberg. Motion carried.
3. **Field Day:** Field day was a success. There were leftover Dilly bars. It was decided to notify Dr. Rustman, Mrs. Dike, and Mrs. Heap to utilize them for summer school, summer math challenge, and/or the reading program.
4. **Walk-a-thon winning class trip:** The sixth grade won the trip to Perfection Park and had a terrific experience. There each student received \$10 to use as they pleased, (mini-golf, driving range, and batting cages).

### New Business:

1. **New LOOP Letterhead:** The letterhead will be updated to reflect the new officers.
2. **New Signature cards:** the president and treasurer should be on the signatory cards, however it was decided that all officers be included should one not be available since two signatures are required.
3. **2016/2017 Budget:** There were minor adjustments made to the budget which included to scratch the budget for open house, to add \$200 for teacher appreciation, and to make the budgeted amount for printing and copying \$100. A motion to approve the 2016/2017 budget was made by Brooke Jacobs; 2<sup>nd</sup> by Lori Hatteberg. Motion passed.
4. **Subcommittee Assignments:** Chairs for each fundraiser were assigned. Crystal Monsess will chair Walk-a-thon, Pork Chop Dinner, pop machine, AR, and the Book-it party. Spirit wear will be led by Emma Smith. Brooke Jacobs will continue to head SCRIP Cards and Open house and do the school store. Emily Friestad will co-chair Santa Shop with Janet Long, do Box Tops, as well as concession assignment and purchasing. Janet Long will co-chair Santa Shop, lead

movie night and do spring fundraisers. Meghan Seiberlich will continue Campbell's soup labels, Sally Wallin will chair field day and Jen Slivka will chair teacher appreciation week.

5. **Walk-a-thon:** The date is set for September 30<sup>th</sup>. The sponsor form will be updated. The students will get colored t-shirts to coordinate each class. Dr. Rustman has given approval for a vertical banner to list sponsorship. A trike-a-thon has been proposed to be located on the blacktop. It was also suggested to expand the track that was used last year, to now include the area northeast of the school.
6. **Summer meeting dates:** No meeting will be held in July. A meeting is set for Tuesday, August 16<sup>th</sup> at 7pm in the library.
7. **Teacher Items:** none

**Comments/Questions:** The laptop is good to go and Brooke Jacobs will be training Meghan Seiberlich using the format she needs for the IRS.

**Adjournment:** Motion to adjourn by Sally Wallin; 2<sup>nd</sup> by Emily Friestad. Meeting was adjourned at 12:20 p.m.