

**MHES PTO Meeting, Thursday, May 13, 2021 from 6:00 to 7:30 p.m. Website:
medfieldheightspto.com | Email: medfieldheightspto@gmail.com Zoom Meeting
Information - Meeting ID: 852 7469 0520/ Passcode: 838894**

In Attendance:

Erin Bolton
Desiree Cleeves
Kerry Ford Morancy
Latarsha Bryant
Allison Ingalls
Tasha Williams
Barbee Barber
Judi Breidegam
Jennifer Jarvis
Bridget Becker
Joanie Shreve
Sherffa Buchanan

Agenda

1. Welcome:)

- a. Checking in "How are you doing?"
- b. Checking in " How are MHES staff doing?"
- c. Checking in " How are MHES families doing?"

2. Review of Minutes

3. Financial Report

1. \$13,424 updated accrued balance
2. Any reimbursements from Teacher Appreciation Week?
 - a. Eddie's sandwiches (Latarsha)
 - b. \$15 Grub-Hub gift certificates for teachers who are still working from home, in lieu of Teacher Appreciation lunch

4. Strong City Update/501c3 Discussion

1. SCB will no longer provide fiscal sponsorship
 - a. Until 6/30 to close-out accounts and disburse funds
 - b. EB has reached out for more information about the process (how will disbursement occur?)
2. EB and DC recommend we file for 501c3 status
3. How along in the process do we need to be before SCB will give us our money?
 - a. Hopefully, as long as we have filed by 6/30, then they should be fine to disburse
 - b. Document from EB going through the process
 - c. Worst-case scenario, we use Fusion until our 501c3 status is approved
 - d. Someone has to be designated to file the paperwork every year
 - e. Do we need an accountant?
 - f. Will this work long-term?

- g. Build in checks and balances into new by-laws
 - h. SCB was actually causing us to do extra work, so this way will actually be simpler hopefully, also less expensive
 - i. Meeting before June 1st?
 - i. 5/27/ @6pm
 - j. Which financial institution? What are their requirements? Tasha thinks not much
 - i. Also something that could happen now, early in the process
 - ii. Sun Trust, BOA, M&T, PNC, Wells Fargo
- a. 5th grade closing
 - b. School wrap-up

6. PTO elections

- a. Email sent out to all PTO members this month with nominees, vote in June

End of year events

Car caravan

7. Events

- a. Teacher Appreciation - Recap
- b. Kona Ice - Fri., June 11, 2021-(optional)
 - 1. Moved to 6/7 (in recent newsletter)

8. MHES Open House Events - In-person for potential families

- a. May 26th - 6p.m. to 7p.m. (Barbee and EB)

9. Collection of School Textbooks

- a. Collection of Textbooks/ School Materials unused

10. PTO Supply Closet unpacking

- a. Sign-up Genius for unpacking schedule (only 2 people)- Plan for Summer