

Meeting Minutes
Lighthouse Elementary / Beacon Cove Intermediate PTO
Executive PTO Board Meeting: Friday, November 8th, 2024 @ BCI (8:45am)

1. Welcome

Call to Order: 8:47am

Executive Board Members Present: Ariel Dlugasch, Katrina Ventola, Olga Sokolova, Brittany Pace, Jen Bellinson, Robyn Yousef, Momo Yamakawa, Keri Morrison, Pamela Buckman (Beacon Cove Intermediate Principal), Nina Montez via Google Meet (Lighthouse Elementary School Principal)

Executive Board Members Absent: April Vradenburg

Non-Executive Members Present: Jamie Gilbert (TSAW Committee Chair), Sabrina Barron (Social Media Specialist), Courtney Roog (Dine for Cash Coordinator)

2. September and October Executive Board Meeting Minutes

Review and approval of September 6th and October 7th meeting minutes

MOTION: A motion was made by Katrina to accept the September 6th meeting minutes as presented. The motion was seconded by Jen. The motion was unanimously approved.

MOTION: A motion was made by Olga to amend the October 7th meeting minutes. The motion was seconded by Robyn. The motion was unanimously approved. Changes will be made, and minutes will be resubmitted for approval at the next Executive Board meeting.

3. Principals' Reports

A. Beacon Cove Intermediate – Pamela Buckman

- Monster Dash was successful
- 5th Grade winter dance December 6th

B. Lighthouse Elementary – Nina Montez

- Calming Corner items have arrived
- 2 new staff members have been hired
- New volunteer security measures are running smoothly
- Bait Shop opened yesterday
- New Lighthouse film installed on front office windows which provides an extra security measure
- Push to expand VPK ongoing
- Silent Disco purchase desired to be used as student reward incentive – could be shared with Beacon Cove and funds would need to be moved from another account

4. Treasurer Report – Olga and Ariel

- \$189K across all accounts
- \$50K in total uniform sales, including 5th grade graduation shirts
- \$28K in Fun Fair revenue *estimated*
- \$21K in Fun Fair expenses *estimated* *AD*
- \$6,600 in Fun Fair profit *estimated*
- Credit Card applied for and approved to receive cash back benefits
- Club funds for BCI to be moved to Miscellaneous
- \$552.02 additional needed for LES Academic School Enhancement for iReady books

MOTION: A motion was made by Robyn to approve the additional \$552.02 to be moved to LES Academic School Enhancement account. The motion was seconded by Keri. The motion was unanimously approved.

5. Volunteer Coordinators' Report – Katrina

- Volunteers needed at Lighthouse for Veteran's Day Ceremony

Change made and approved by Board -BP ★

6. VP of Fundraising Report - Jen

- New tie dye shirts are in
- Adult shirt sizes to be added to next order

7. VP of Events Report - Ariel

- Sweetheart dance February 1st
 - We can get into the venue 2 hours before the dance to set up
 - Drawing baskets/items are needed
 - Balloon wall would be a great addition
 - Tickets will go on sale the second week of January
 - Save the Dates for Sweetheart Dance and Boys Night Out to go out

8. Business Partner Coordinator Report - Robyn

- 23 Business Partners
- Sponsors needed for Sweetheart Dance and Boys Night Out
- Initial Bylaws meeting happening in 2 weeks
 - Bylaws Executive Board meeting December 17th at 8:30am

9. Fun Fair Reflection - Ariel

- Review of pros and cons for Fun Fair recorded in reflection document on Drive

10. April 2024 Executive Board meeting minutes

- Discussion to be had at January 2025 Executive Board meeting

11. Next PTO Board Meeting

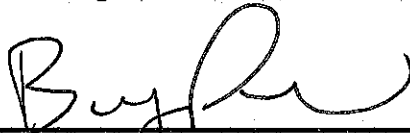
- PTO Holiday Breakfast
 - 12/6/2024 – 8:45am at Tequesta Table
- Executive Board Bylaws Meeting
 - 12/17/2024 – 8:30am at Lighthouse Elementary

12. Adjourn

Adjourned: 10:30am

 1/10/25

Ariel Dlugasch, President Date

 1/10/25

Brittany Pace, Secretary Date

LHE/BCI PTO Executive Board 2024-2025

President: Ariel Dlugasch

VP of Events: April Vradenburg

VP of Fundraising: Keri Morrison and Jen Beilinson

Treasurer: Olga Sokolova

LHE & BCI Secretary: Brittany Pace

BP Coordinator: Robyn Yousef

Volunteer Coordinators: Katrina Ventola & Momo Yamakawa

Lighthouse Elementary School Principal: Nina Montez

Beacon Cove Intermediate School Principal: Pamela Buckman

NON-Board Positions:

Adopt-A-Class: Randi Karmin/Courtney Davis

Social Media Specialist: Sabrina Barron

Dine for Cash Coordinator: Courtney Roog

Events Chair: Andrea Anderson

Business Partner Chair: Diana Docea

TSAW Committee Chair: Jamie Gilbert

Web Designer: Kate Gilbert

Teacher Liaison: Kristy Baynham (LHE)

Teacher Liaison: Ali Farris (BCI)