**Meadow View PTO**

**Special General Meeting Minutes**

**April 27, 2020**

**Attendees**:

**PTO Board**: Josh Gatewood (Co-President, Fundraising), Catie Kannenberg (Co-President, Communications), Heather Myhr (Treasurer), Lindsay Johnson (Secretary)

**Staff**: Shannon Brandow

**PTO Members:** Kristyn Wujcik

Meeting Start Time: 6:00 PM

Meeting Scribe: Lindsay Johnson

1. **Call to Order**
2. **Discussed Special Request**
	1. Lacey approached board last week to fund yard signs for MDVE 6th graders. This would serve as a sendoff as the typical end of year events cannot happen due to schools being shut down due to pandemic.
	2. Since there is no line in budget for this event, we need to vote to reallocate funds that weren’t used for their original purpose this year in order to fund this request.
	3. Since Morning with Moms will not be happening this year for the same reason, and given the fact we are dealing with these extraordinary circumstances, these funds could be moved into a 6th Grader Sendoff fund for this year.
	4. Lacey would have been willing to use school’s funds but their money is frozen at District level currently so this is not an option.
	5. Cost is projected to be just over $300.
	6. We are still awaiting the physical certificate for the 501c3 tax exemption from State of CO. Catie will see if she can find a contact to provide a copy to print online. Otherwise, perhaps the vendor might be willing to willing to work with us. If this doesn’t work, we could see about getting the tax refunded at a later date once certificate is in hand.
	7. Proposed to move funds from Morning with Moms to a special 6th Grader Sendoff fund to be used for yard signs.
		* 1. **Approved 6:0**
3. **Meeting Adjourned**

**End Time: 6:07 PM**

**Next Meeting: Wednesday, 05/06/20 at 6:00 PM via Zoom**