

LOOP GENERAL MEETING MINUTES

September 1st, 2015

Call to Order: Crystal Monsess

Time: 7:07 p.m.

In Attendance: Cheryl Harvey, Dawn Dike, Lori Hatteberg, Crystal Monsess, Brooke Jacobs, Sarah Maddux, Sally Wallin, Dr. Rustman, Mrs. Scott, Janet Long, Michael Schultz, Mrs. Myre, Emily Friestad, Mrs. DeGraaf, Megan Seiberlich, and Natalie Wallin

Secretary's Minutes: Motion to approve August general meeting minutes by Dr. Rustman; 2nd by Sarah Maddux. Motion carried.

Treasurer's Report: Cheryl provided: Fund balances as of September 1st were \$7,724.48 for general and \$1,850.00 for technical. Motion to approve treasurer report by Dr. Rustman; 2nd by Brooke Jacobs. Motion carried.

Old Business:

1. Walk-A-Thon

- a. **Sponsorship:** Cheryl Harvey presented information composed of who has sponsored and what is still needed. We still need sponsors for cereal bars, classroom lunches, gift cards, meal gift cards and family movie/bowling. We received a \$500.00 anonymous donation. Smokey\$ donated \$150.00, Ameriprise financial has donated \$200 to cover the cost of the class golfing trip, and we have water and ice donated by Elburn Coop. Sarah Maddux and Janet Long are going to solicit in Morris this week. Sally Wallin will notify the Kendall County Record and Mrs. DeGraaf has a contact at the Morris Daily Herald that she will ask to cover the event.
 - b. **T-Shirts:** We voted on a format for the logo to be put on the front of the shirt. Information has been collected and 125 shirts have been ordered from Steven\$. The cost is roughly \$5 per shirt.
 - c. **Kohl's Cares:** Cheryl Harvey has gone to Kohl\$ and has given flyers for them to display in their breakrooms encouraging them to be a part of our event. Mrs. Scott knows someone who works at Kohl\$ and plans to contact them regarding the walk-a-thon.
 - d. **Volunteer Sign-up:** Crystal Monsess provided a sign-up sheet for any volunteers that will be needed during the walk-a-thon. It was asked for volunteers to be present from 12:00-3:00.
2. **2015/16 Sub-committee Chair/Co-Chair assignments:** Janet Long will now be shopping for concessions for volleyball and soccer. Sally Wallin will do the shopping during Boys Basketball. Assignments will continue as needed.
 3. **Procedures manual for LOOP:** There are no new procedures at this time.
 4. **Fundraising Promotion:** continued.

5. **Concession Overview:** Concessions are underway and going well during girlsq volleyball games as well as during soccer games. Dr. Rustman stated that it is working well to have the admissions table present forty minutes prior to game start.
6. **Open House Recap:** Brooke Jacobs stated that open house went well, however having the meeting in the beginning depleted the refreshments much quicker. It is the plan to run the same in following years, so we will make adjustments as to what will be needed and add more volunteers for desserts.

New Business:

1. **Teacher Items**

- a. **Budget Amendment:** The teachers have requested \$200 to purchase additional playground equipment. Motion was made by Sarah Maddux; 2nd by Brooke Jacobs. Motion carried.

Comments/Questions: Brooke Jacobs brought attention to the fact there are two LOOP letterheads being used. It was decided which one we will use in the future so everything is cohesive. Sally Wallin asked about updating the LOOP page on the school website. She plans to do so this week.

Adjournment: Motion to adjourn by Emily Friestad; 2nd by Mrs. Myre. Motion carried. Meeting was adjourned at 7:56 p.m.