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# Agenda

December 7, 2016

Meeting Called By: Mary Kate Ferreira/Lynne Weston  
 Type of Meeting: Board Meeting  
 Time Keeper: 7:30 PM  
 Note Taker: Katie Roche

**Attendees: PTO Board**  
 Mary Kate Ferreira; Lynne Weston  
 – PTO Co-Presidents  
 Susan Garratt– Treasurer  
 Amanda Drainville–Event  
 coordinator  
 Katie Roche- Secretary

Topic A	Presenter Name: Amanda Drainville	Notes Taken?
Discussion:		
<b>Open PTO positions for 2017-2018 school year- Event Coordinator (board position); Math League; Science Chair</b>		

Topic B	Presenter Name: Mary Kate Ferreira	Notes Taken?
Discussion:		
<b>Update on parent social fundraiser on March 17, 2017 (food, decorations, ticket sales, silent auction, entertainment, 50/50 raffle, advertising)</b>		

Topic C	Presenter Name: Amanda Drainville	Notes Taken?
Discussion:		
<b>Book Fair- Park Street Books and Toys; April 27, 2017; Location- gym; each class given half-hour time slot for shopping Ice cream social 6-7pm.</b>		

Topic D	Presenter Name: Susan Garratt	Notes Taken?
Discussion:		
<b>Budget update</b>		

<b>Topic E</b>	Presenter Name: Lynne Weston	Notes Taken?
Discussion:		
<b>Constant Contact update</b>		

<b>Topic F</b>	Presenter Name: Mary Kate Ferreira; Lynne Weston	Notes Taken?
Discussion:		
<b>Future Fundraising ideas</b>		