**Howard Elementary PTO Board Meeting Agenda**

**Tuesday September 12th, 2016**

**Howard Elementary School Community Room**

**6:00 PM**

**1. PTO Board Members 2016/2017**

**Talk about what each title should be doing and if the person in that position is willing to fulfill those obligation**

**Talk about how we should act as to not make the team feel overwhelmed or being put out by another doing the wrong things**

**Who will be staying and who would like to step down to allow that position to filled during meetings on 09-20-2016 and 10-18-2016**

**2. Finish the Budget for 2016/2017**

 **To be presented for a PTO member vote on 09-20-2016**

**3. Finalize the date for Family night**

 **October 13th**

 **November 4th**

**4. Parent Committees For event this year**

 **Which events would we like to do this for How many people should they have Who should they report to**

**5. Updating Bylaws/position duties**

 **These are 2005 and have only been revised once in 2011**

 **What needs to happen to do this**

 **What positions if any should we add or remove**

**6. Cookie dough Fundraiser**

**Anything need to be done**

**Call out to families**

**Envelopes assembly(Brande)**

**7. Take a look at agenda for 09-20-2016 Meeting**

 **Anything to add?**

**8. Holiday Bazaar**

 **Online payments**

 **Online application**

 **Food Trucks**

**Board Members Attending:**