

HCE PTO – January 2025 Meeting Minutes



DATE: January 14, 2025
TIME: 3:30pm
LOCATION: HCE Library, Zoom

Attendees: Crystal Henrichsen (Co-President), Sarah Murrow Kruse (Co-President), Jennifer Tavarez (1st VP), Jeffrey Henrichsen (2nd VP), Kristin Brewer (Volunteer Coordinator), Hillary Lovelady (Treasurer), Allison Garrahy (Parliamentarian), Carrie Turansky (PR Chair), YJ Choi-Hwang (Business Partner Chair), Alexis Alexandris-Bernreuter (Membership Coordinator), Rob Kruse (Recording Secretary), Andrea Gartner, Ariel Tavarez, Erin Piibor, Steve Ouchi, Anne Tressler, Damer (Zoom), Michael G (Zoom)

- **Agenda Items:**

- Call to Order
- Approval of November 2024 Meeting Minutes
- Treasurer’s Report – November/December 2024
- PTO Open Positions – 2025/26 Board
- Royal Hawk Parking Spot
- VOY Nominations
- Teacher Appreciation Lunch – February
- Donuts with Grown Ups – January
- Membership Fees
- Principal’s Update
- Open Forum
- Adjournment

- **Call to Order**

- The motion to call the meeting to order was made at 3:30pm EST by Jeff Henrichsen. The motion was seconded by Rob Kruse.

- **Approval of November 2024 Meeting Minutes**

- Meeting minutes from the November 2024 PTO meeting were submitted for approval by the PTO Board by Sarah Murrow Kruse. Rob Kruse motioned to approve the minutes; Allison Garrahy seconded. None opposed.
- Meeting minutes were not taken at the December 2024 PTO meeting as it was repurposed for Holiday Shop set up and no agenda items were discussed.

- **Treasurer’s Report – December**

- Hillary Lovelady provided an update on the PTO’s finances as of meeting date. The ending bank balance of the PTO account as of September 30, 2024, was \$101,697.
- The total holiday profit this year was \$924 (anticipated \$5,000).
- The total profit for Fund Run was finalized at \$22,206.49 with all incentives accounted for.
- Spirit Wear sales have totaled \$839.17 against an anticipated goal of \$1,000 with inventory still available on the website for purchase.
- At the close of December, for teacher grants, 1st, 2nd, and 3rd grade have used none of their \$2,000 grant money. Additionally, none of the related arts teachers have used any money.
- The PTO continues to receive employer matches and donations, for parental involvement in PTO, our donations are up to \$849.04.

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- Business Partner Chair YJ has hit it out of the park, as our business partner goal was \$5,000 - she has more than double that budget line item, to date, we have received \$10,756.31 in business partner donations.
- Our past tax situation is still looming, the IRS finally acknowledged the appeal letter sent by the PTO in December, (initial appeal letter was sent in March 2024). We're expecting a response at the end of February 2025.
- The PTO has also completed our required registration with the State of Florida to solicit contributions, so we're in compliance with the requirements of Florida.
- **PTO Open Positions – 2025/26 Board**
 - Current PTO Board members are requested to provide an update to Sarah Murrow Kruse by February 1, 2025, on whether they anticipate wanting to continue to serve as a PTO Board member in the 2025-26 school year, whether in their current capacity or a new role.
- **Royal Hawk Parking Spot**
 - The Royal Hawk Parking Spot raised a total of \$225 for the second semester drawing.
- **Volunteer of the Year (VOY) Nominations**
 - Volunteer Coordinator Kristin Brewer announced the VOY winners for Hickory Creek Elementary: Cooper Williams (youth), Kathleen Newman (adult), and Debbie Alexandris (senior).
- **Teacher Appreciation Lunch**
 - Plans were discussed for the teacher appreciation lunch for February 12. Cantina Louie is catering. Staff count is 105.
- **Donuts with Grown Ups**
 - The January Donuts with Grown Ups (3rd grade) is scheduled for January 17. Rob Kruse will order the food and drinks. Allison and Crystal will help with set up the afternoon prior.
- **Membership Fees**
 - The topic of membership fees for the 2025-26 school year was discussed. Points were made in favor of and in opposition to, namely related to potential loss/increase in engagement, but no determination was made.
 - Suggested this topic be revisited by the incoming Board for next year.
- **Principal's Update**
 - There was no Principal's Update this month.
- **Open Forum**
 - There were no additional topics brought forward during Open Forum.
- **Adjournment**
 - The meeting was adjourned at 4:21pm EST by Sarah Murrow Kruse. The motion was made by Rob Kruse and seconded by Crystal Henrichsen.