



Meeting Minutes

Date: 5/30/2026

Time: 6:00pm

Recorder: Clarence "Doc" Davis, Secretary

I. Call to Order/Introductions

- A. Meeting called to order by Kristen Cooperkline.

II. Review of Previous Meeting's Minutes

- A. Previous minutes were not reviewed due to access issues on the meeting computer.

III. Nonprofit Status / Bank Account / Registration

- A. Tara Britton reported that Lima Ridge PTO is officially recognized as a nonprofit.
- B. Tara will complete the required Ohio Attorney General filing.
- C. PTO officers discussed opening a bank account, ideally before EduKit funds are received.
- D. Officers will follow up on the remaining balance from the former combined PTO account.
- E. Officers will coordinate transfer of PTO-related assets and contact information from individual ownership/addresses to the organization or school where appropriate.

IV. Officer Elections

- A. President: Kristen Cooperkline will continue serving.
- B. Vice President: Position remains open and will be revisited at the first meeting/open house of the new school year.
- C. Secretary: Doc Davis will continue serving.
- D. Treasurer: Tara Britton will continue serving for the upcoming school year.

V. Growth Ideas

- A. Continued discussion of translation support for the PTO website and meetings.
- B. PTO will connect with Jhuma, DEI Coordinator, regarding translation and family engagement support.
- C. PTO will explore whether Zoom, Teams, or other platforms can support captions and/or translation.
- D. Goal remains to make PTO participation more accessible to a wider group of families.

VI. Event Follow-Up

- A. Third Grade Concert PTO presence was reviewed; flower sales may be a good opportunity next year.
- B. STEAM Night PTO presence was positive, with families engaging at the PTO table.
- C. Kindergarten Open House was quiet but reinforced the importance of visibility at school events.
- D. PTO discussed improving volunteer coordination, including shorter volunteer shifts and possible use of SignUpGenius.
- E. PTO should confirm in advance whether volunteers are staffing a PTO table only or serving as official greeters.

VII. Upcoming School / PTO Events

- A. PTO plans to have a strong presence at Back-to-School Open House
- B. PTO discussed repeating the fall tailgate, possibly tied to Youth Night and potentially including other elementary PTOs.
- C. PTO discussed participating in Trunk-or-Treat.
- D. PTO may request time at the staff welcome-back meeting to introduce PTO plans and gather teacher input
- E. PTO will consider a fall event, continued presence at school events, and a spring event as participation grows.

VIII. Fundraising

- A. Now that nonprofit status is active, PTO can begin fundraising.
- B. Marco's Pizza fundraiser was discussed as a likely once-per-semester opportunity.
- C. PTO will explore passive fundraising programs such as Kroger, Target, Amazon, and Box Tops.
- D. PTO discussed fundraisers involving items families may already purchase, such as mums, hanging baskets, or mulch.
- E. PTO discussed event-related raffles, including a possible Book Fair/eWallet raffle.
- F. PTO agreed that family/student events should remain primarily community-building events, with fundraising included only where appropriate.

IX. Planning / Action Items

- A. Tara to complete Ohio Attorney General filing.
- B. Officers to schedule bank account setup.
- C. Officers/principal to schedule a June planning meeting.
- D. PTO to plan one summer Zoom meeting, likely near the end of July.
- E. PTO to ask district contacts about liability insurance needs and coverage.
- F. PTO to follow up on former combined PTO account funds.
- G. PTO to continue planning translation support, fall events, and low-friction fundraisers.

X. Final Thoughts/Adjournment

- A. Upcoming PTO meeting dates for next school year will be set during summer planning.
- B. Meeting was adjourned by Kristen Cooperkline.