



General Board Meeting Minutes  
October 13 2025 @ 6:30pm-7:30pm

Meeting Call to Order: 6:30(Ashlie, Ila)

**6:30-6:32pm**

- Welcome & Introductions (Guisselle, Ashlie, Lynda & Ila)
- Approve August 2025 Meeting Minutes (Ila, Guiselle)

**6:32-6:33 pm**

- Mr. Chau has a conflicting appointment tonight
- Questions, if any, will be emailed to him and he will get back
- Questions can also be emailed to [contact@stpto.org](mailto:contact@stpto.org)

**6:33-6:35 pm Finance Update (Lynda, Treasurer)**

- Giving drive: \$3030 with \$200 more to be deposited
- General Finance Update
- Donations through Venmo all go to the account. Square and credit cards charge fees.
- Expenses : Post box & Canva subscription renewal and Insurance fees
- Budget to Actual Report
- Statement of Activity

**6:35 -6:37 pm**

- Giving Drive update (Guisselle, President)
  - Goal - \$7k
  - Currently at \$3580 with around \$500 pending
  - Donations can be made online, venmo, checks payable to STPTO can be mailed to the P.O. Box
  - Funds used for Tools & Teachers, Grants, supplies for students and teachers wherever there is a funding shortage


**6:37-6:40 pm**

- Tools for Teachers (Guisselle, President)
  - For ST teachers, counselors as well as the Phoenix staff
  - Was done last month

**6:40-6:42 pm**

- Teacher Grants (Ashlie, VP)
  - 16 grant requests totalling to \$6200
  - Application deadline Sep 30, 2025
  - Committees will be set up during the week of October 13
  - Need one more volunteer to complete the review committee
  - 2 parents have already applied
  - 1-1.5 hour time commitment

**6:42-6:48 pm**

- Annual Online Auction (Guiselle, President)
  - Looking for volunteers to help with the event
  - Looking for donations for the auction
  - Need to reach out to local businesses, companies, service providers
  - Pre-prepared letters will be provided
  - Volunteers needed to pick up items, wrap auction items, website creation & maintenance, distribution of items to auction winners
  - The businesses will be promoted on social media and thanked for their donations
  - Link to the letter:  2025 Online Auction Donation Request Letter.docx.pdf
  - Clubs can donate to the auction and 50% of the profits will be shared with the club

**Next Meeting: Tuesday, November 12, at 6:30 2025**

Meeting Adjourned 6:49pm (Ashlie, Guisselle)