

Oak Knoll PTO
Minutes of the PTO General Meeting
November 13, 2019
6:00 – 7:00 PM
Oak Knoll – Library

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| 2019-2020 Executive Board Officers: | |
| Sarah Sobel, President | Rebecca Emery, Financial Secretary |
| Kristin Lim, Vice President | Katie Gardner, Communications Chair |
| Jenny Buddin, Parliamentarian | Kristin Gracia, Oak Knoll Principal |
| Laura Low Ah Kee, Secretary | Aly Gay, MPAEF School Liaison |
| Julie Winter, Treasurer | Vickie Mrva, Auditor |

Absent: Alicia Payton, Trish Stella, Katherine Glass

Quorum present: Yes - see attached sign-in sheets

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| I. | Call To Order & Welcome | Sarah Sobel |
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The meeting was called to order at 6:04 PM by President Sarah Sobel.

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| II. | 2019-2020 PTO Budget Discussion and Vote | Sarah Sobel and Julie Winter |
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- Jenny and Julie circulated copies of the Oak Knoll Parent Teacher Organization Budget¹ and answered questions.
- Vickie Mrva moved to approve the budget; Katie Gardner seconded the motion. The vote was held and passed unanimously.

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| III. | Adjournment | Sarah Sobel |
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President Sarah Sobel adjourned the meeting at 6:09 PM.

Respectfully submitted,

Laura Low Ah Kee
PTO Secretary

¹ The Oak Knoll Parent Teacher Organization Budget was reviewed and unanimously approved by the PTO Executive Board by email on November 12, 2019.

