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***Minutes for Monday, October 2nd at 4:30pm***

 ***at the Willsboro Central School Distance Learning Room***

1. **Call the meeting to order at 4:40pm**
2. **Attendance:**
	* **Heather Sheehan**
	* **Catherine Kaleita**
	* **Trisha Sheehan**
	* **Sarah Coonrod**
	* **Sarah Paquette**
	* **Amber Hamilton**
	* **Via Zoom: Hilary Harwood, Hannah Neilly**
3. **Accept the minutes as presented.**
4. **Update from Treasurer**
	* We have a total of $1,475 to date from donations including recent donations from St. John's Episcopal Church $500 and Jointa Lime Company $500
	* Sara Paquette donated $100 not included in the above amount
	* Hannah will handwrite Thank You notes for donation received to date
5. **2nd PTO event in collaboration with the K & R Ranch**
	* Sunday 10/20/24 from 11am-2pm “Fall Festival at the K&R Ranch” (hosted with WCSPTO)
	* **Amber Hamilton & Sarah Paquette** – Donated the paint for the pumpkins and face paint.
	* **Trisha Sheehan** – Tablecloths & Tables
	* **Sarah Coonrod** – Pick up & Deliver Pumpkins and bring cups for brushes
	* **Catherine Kalieta** - Cash Box, Brushes, Paper towels & ask about music
	* **Heather Sheehan** – Paper plates
	* **All volunteers meet at 9:30am at the Ranch prior to the event to set up.**
6. **Haunted Hamlet in Essex on 10/26/24 (Saturday)**
	* Set up by 2:00pm (event from 2:30-4)
	* Finish up the Ice Cream Sunday Kits donated from Stewarts
	* Bring additional items from 10/20 event to use
	* Any additional volunteers welcome (Catherine, Trisha, Heather can be there after YC Soccer)
7. **Willsboro Hardware Trunk or Treat on 10/31/24 (Thursday) 5:00pm-7:00pm**
	* Set up by 4:30pm (event from 5-7)
	* Trisha & Heather can hand out candy
	* Trisha to purchase Candy from account for event
	* Any additional volunteers welcome
8. **Next meeting: 11/5/24 @ 4:30pm**
	* Catherine to check in with Bill at the Bowling Alley before next meeting to make sure we are all ready to have people sign up for tournament and advertise.
9. **Adjourn @ 5:30pm**