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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**