**Willis Elementary PTO Meeting Minutes**

**Monday, December 11, 2017**

Starting Time: 1:00 pm

Board Members Present:  Bianca Lawrence, Sky Galliano, Cathy Magda

Other Members Present: Melissa Summerlee, Marla Blood

Minutes submitted by Cathy Magda

**Agenda:**

1. Welcome and Thank you Message
2. Holiday Mix and Mingle
3. Financial Update

**PTO Welcome Message**

1. Bianca welcomed and thanked the attendees for all their help throughout the school year.

**Holiday Mix and Mingle**

1. Everyone enjoyed Holidays treats and spending time with each other.

**Financial Update**

1. Tara provided financials for Shannon to post.

Meeting adjourned at 2:00 pm