**ASE PTO Executive Committee Meeting 9/18/2016**

I. Meeting called to order

Attendees:

II. President’s Report

 1. By-laws up-date.

 2. Completed To-Date: website, bank account, Square, Google docs, Yahoo email

 3. To Do To-Date: Fall Festival, Friday snack sells schedule, fundraisers, t-shirts

 4. Personnel Issue – potential removal of officer

III. Agenda for 9/19/2016 General Meeting

IV. Close