

BCG PTO Meeting
Chatham Area Public Library
January 7, 2020 6:00 p.m.



Pending Minutes

- I. Welcome & Introductions
Kelly called the meeting to order at 6:00 p.m.
- II. Approval of December Minutes
Keri sent out minutes of the December meeting to the Board, Committee chairs and attending members prior to this meeting. One correction was received and made. Members present approved the corrected minutes by a unanimous voice vote.
- III. Executive Treasurer's Report
The Bank Account Reconciliation and YTD Net Income statement are attached.
- IV. Committee Reports
 - a. Book Fairs
Book deliver is scheduled for February 20, pickup will be March 5. Promotional materials have arrived at CES, other schools should check. Volunteer signups will be sent after Administration sets class schedules. Sales will end after Open House on February 27. Co-Chairs are still needed for GES, Amy N. is covering. Chair will need to be available all 5 days. Kelly handed out Scholastic online codes and balances to each school.
 - b. Trivia Night
No report
 - c. Spirit Wear
Orders have been delivered. Profit is approximately \$3480. Lucky to be a Titan sale will be in March through Outbreak.
 - d. Directories/School Supplies
Extra directories have been delivered to each school. Laura L will take over as Directory Chair. School Supply Chair is still needed.

- e. Fun Fair
Fun Fair is scheduled for February 29 from 11am-3pm at GES. Bounce houses, juggler, magician and Wild Times have been booked. Angie and Brandi are working on sponsors. Supplies (tickets, prizes, tattoos, sand art, etc.) need to be checked and ordered as needed. Flyers need to be updated with new dates, tickets needed for shows, and a no refund on presale line. Ticket order forms will go out the week of February 3. Orders will be due back February 18.
- f. Box Tops Etc.
No report.
- g. Staff Appreciation
Planning for May Staff Appreciation Week will begin after Fun Fair. Members expressed an interest in a Cinco de Mayo theme.
- h. Website & Social Media
Jenny will write up the newsletter with spring dates. Open Chair positions may be advertised through the school newsletter.
- V. Vice Presidents' Reports
 - a. BES/CES/GES
GES needs volunteers for Titan Castle.
- VI. Principal/AP Reports
BES/CES/GES
Thank you to all party and sign in table volunteers..
- VII. President's Report
No further report.
- VIII. Other Business
 - a. No further report.
- IX. Next meeting –February 4, 2020, 6:00 p.m., Chatham Public Library
- X. Meeting Adjourned at 7:10 p.m.

Ball Chatham Glenwood PTO Meeting 1/7/2020
Executive Treasurer's Report
For the Period 12/4/19 -1/7/20
Last Report Date: 12/3/2019

Bank Account Reconciliation (12/4/19 - 1/7/20)		
Beginning Balance (12/4/19):		\$ 28,363.07
	<u>Expenses</u>	<u>Income</u>
Winter Spirit Wear Income		\$ 60.00
Total Income for Period		<u>\$ 60.00</u>
Website & Email Hosting	\$ (44.97)	
Trivia Night Bartender Expense	\$ (330.00)	
PTO Babysitting Expense	\$ (30.00)	
Total Expenses for Period	<u>\$ (404.97)</u>	
Total Distributions for Period	<u>\$ -</u>	
Balance on Hand (1/7/20):		<u><u>\$ 28,018.10</u></u>
19/'20 School Year Fundraising Net Income (9/4/19 - 1/7/20)		
Income from Homecoming Spirit Wear (Preliminary)		\$ 9,473.00
Income from Directories (Preliminary)		\$ 2,421.00
Income from Book Fair Sucker Pull		\$ 854.46
Income from Trivia Night (Preliminary)		\$ 7,120.12
Income from Winter Spirit Wear (Preliminary)		\$ 3,479.00
Year to Date Total Income		<u><u>\$ 23,347.58</u></u>
Administrative Expenses	\$ (216.97)	
Year to Date Total Expenses	<u>\$ (216.97)</u>	
Year to Date Net Income		<u><u>\$ 23,130.61</u></u>
Year to Date Distributions to Elementary Schools for '19/'20 Schoolyear		<u><u>\$ (2,500.00)</u></u>