

**BCG PTO Meeting**  
Chatham Area Public Library  
October 1, 2019 6:00 p.m.



Pending Minutes

- I. Welcome & Introductions  
Kelly called the meeting to order at 6:05 p.m.
- II. Approval of March Minutes  
Keri sent out minutes of the September meeting to the Board, Committee chairs and attending members prior to this meeting. Members present approved the minutes by a unanimous voice vote.
- III. Executive Treasurer's Report  
The Bank Account Reconciliation and YTD Net Income statement are attached. UCB will waive standard business account charges for PTO. Please write the name of the school on deposit slips. Schools have requested \$1000 for Red Ribbon Week. Motion to pay was approved by unanimous voice vote. Money will be split evenly between all three schools.
- IV. Committee Reports
  - a. School Supplies  
Final invoice was received today for \$1106. Motion to pay was approved by unanimous voice vote. PTO realized a profit of \$2480. We have signed for next year with School Toolbox. Karri negotiated a 14% discount. This chair position will be open next year.
  - b. Spirit Wear  
All orders are in. We have around 1000 pieces to sort. Delivery will be next week. PTO will do a Christmas Spirit Wear sale.
  - c. Trivia Night  
Trivia Night is scheduled for November 22, 6:00-10:00pm at the Firefighter's Lake Club. Tickets are on sale. Please share the link from PTO's Facebook page. PTO is still looking for sponsors from \$100 to \$500. There will be a small committee meeting next Monday. Contact Jenny for more information.
  - d. Directories  
Order forms are due October 3. Please complete counts at each school by October 7. Text count totals to Karri. Karri will pick up orders. Items should be delivered by the end of October.
  - e. Book Fairs

Books should arrive by Thursday. Set-up Thursday or Friday. BES Fair opens Friday. CES and GES open Monday. Fairs will be open during Family Reading Night events. Please close your Fairs 15 minutes before the end of Reading Night. Follett needs Spring Fair dates. PTO would like to run Fairs during Spring Open House. Dates have not been set, Holly will let Kelly know when dates are set.

- f. Fun Fair  
Fun Fair is scheduled for February 29 from 11am-3pm at GES.
  - g. Box Tops Etc.  
Due to the expected drop in paper Box Tops, counting is every three weeks. If high numbers continue, please let Viv know.
  - h. Staff Appreciation  
Sign-ups for grab and go snacks, desserts, and drinks will go out next week. Jenny will post on Facebook
  - i. Website & Social Media  
Please share Trivia Night posts.
- V. Vice Presidents' Reports
- a. BES/CES/GES  
BES and CES have been added to County Markey Max Card for Schools program. Kelly will add GES. Jenny will do Facebook posts. PTO will ask schools to send out information. CES still needs Book Fair Volunteers.
- VI. Principal/AP Reports
- BES/CES/GES  
Family Reading Nights are next week. Parent/Teacher conferences are coming up Wednesday early release teacher collaborations are going well. BES has a Twitter account.
- VII. President's Report
- Nothing further.
- VIII. Other Business
- a. None.
- IX. Next meeting –November 5, 2019, 6:00 p.m., Chatham Public Library
- X. Meeting Adjourned at 6:40 p.m

**Ball Chatham Glenwood PTO Meeting 10/1/2019**  
**Executive Treasurer's Report**  
**For the Period 9/4/19 -10/1/19**  
**Last Report Date: 9/3/2019**

<b>Bank Account Reconciliation (9/3/19 - 10/1/19)</b>		
<b>Beginning Balance (9/4/19):</b>		<b>\$ 8,384.57</b>
	<u>Expenses</u>	<u>Income</u>
Homecoming Spirit Wear Income		\$ 9,162.00
<b>Total Income for Period</b>		<b>\$ 9,162.00</b>
Trivia Night Expense	\$ (600.00)	
PTO Babysitting Expense	\$ (30.00)	
<b>Total Expenses for Period</b>	<b>\$ (630.00)</b>	
Titan Store Distribution (CES, BES)	\$ (1,000.00)	
<b>Total Distributions for Period</b>	<b>\$ (1,000.00)</b>	
<b>Balance on Hand (10/1/19):</b>		<b>\$ 15,916.57</b>

<b>18/'19 School Year Fundraising Net Income (9/4/18 - 9/3/19)</b>		
Income from SCRIP (FINAL)	\$ 132.30	
Income from Directories (FINAL)	\$ 2,239.00	
Income from Homecoming Spirit Wear (FINAL)	\$ 3,800.27	
Income from Trivia Night (FINAL)	\$ 7,016.79	
Income from Winter Spirit Wear (FINAL)	\$ 3,037.21	
Income from FunFair (Preliminary)	\$ 9,570.70	
Income from Lucky Titan Spirit Wear (Preliminary)	\$ 2,415.00	
Income from BoxTops (FINAL)	\$ 5,037.30	
Donation Income/Sucker Money (FINAL)	\$ 538.07	
Income from School Kits ('17/'18 Profit)	\$ 2,599.91	
Income from School Kits (Spring '19 Sale)	\$ 3,586.00	
Staff Appreciation Week Income/Expense	\$ 863.34	
<b>Year to Date Total Income</b>	<b>\$ 40,835.89</b>	
Book Fair Printing Expense	\$ (34.96)	
Administrative Expenses	\$ (1,502.48)	
<b>Year to Date Total Expenses</b>	<b>\$ (1,537.44)</b>	
<b>Year to Date Net Income</b>		<b>\$ 39,298.45</b>
<b>Year to Date Distributions to Elementary Schools for '18/'19 Schoolyear</b>		<b>\$ (42,702.00) *</b>

\*Distribution includes income earned from '17/'18 Schoolyear

<b>19/'20 School Year Fundraising Net Income (9/4/19 - 10/1/19)</b>		
Income from Homecoming Spirit Wear (Preliminary)	\$ 9,162.00	
Income from Trivia Night (Preliminary)	\$ (600.00)	
<b>Year to Date Total Income</b>	<b>\$ 8,562.00</b>	
Administrative Expenses	\$ (30.00)	
<b>Year to Date Total Expenses</b>	<b>\$ (30.00)</b>	
<b>Year to Date Net Income</b>		<b>\$ 8,532.00</b>
<b>Year to Date Distributions to Elementary Schools for '19/'20 Schoolyear</b>		<b>\$ (1,000.00)</b>