

BCG PTO Meeting

Chatham Area Public Library

April 10, 2018 6:00 p.m.

Pending Minutes



I. Welcome & Introductions

Kelly called the meeting to order at 6:05 p.m.

Keri sent out minutes of the March 6 meeting to board members and committee chairs prior to this meeting. Members present approved the minutes by a unanimous voice vote.

II. Executive President's Report

Good job on Fun Fair, special thanks to Angie and Brandi.

III. Executive Treasurer's Report

The Budget Reconciliation is attached. Abby asked how to divide Scholastic Dollars between schools. Dollars will be divided equally. Abby will send total amounts to Principals and Librarians of each school. Members discussed an end of year distribution of PTO funds. Principals are fine with either Spring or Fall. The Executive Board will discuss dollar amounts. PTO may want to put an article in the school newsletter, May 1 is the deadline for the last newsletter of this school year.

IV. Committee Reports

a. School Supply Kits

Sales of school supply kits will start before Kindergarten Night. Kits will be \$55 (not including add ons). We have online or paper ordering. Add on items are not available for online ordering. Kits will be delivered to classrooms on Meet the Teacher Night, August 13. Some consignment kits will also be available at GES on a first come first serve basis during walk in registration, August 2. PTO can send back unsold consignment boxes, at our cost. Alternatively, we may be able to drop off in Chicago, or arrange for pickup.

b. Spirit Wear

We extended the sale to March 11 at 5p.m. We currently have 124 orders, less than normal. Sales may even out if Lucky Titan shirt sales are included.

c. Book Fairs

Scholastic has been notified we will not be using them for 2018-2019 book fairs. Follett will send training materials 12 weeks before our fall sale. Fall book fair is scheduled for the week of November 5-9.

d. Fun Fair

We will schedule a separate meeting to discuss Fun Fair.

e. Box Tops Etc.

No report.

f. Staff Appreciation

Staff Appreciation week is May 7-11. Maggie is making a survey to send to teacher and staff about their wants. Kelly will send the survey to Principals tonight.

g. Website & Social Media

Jenny is considering texts to parents (text ### to ### to find out how to volunteer). Text blast are also being considered. PTO may use the Remind App.

h. Future Fundraisers

PTO is considering a Trivia or Glo Bingo night at Sangamon Prairie Reception (or other site). Ideas include silent auction/raffle and a wine pull. Date ideas include a Friday in the Fall, after football season.

V. Vice President's Reports

a. BES

We will need help for Staff Appreciation week.

b. CES

We will need cash boxes from GES for spirit wear sales on K night. Jessica would like a helper for K night.

c. GES

No report.

VI. Principal/AP Reports

a. BES

BES recently completed our 3rd quarter assemblies, with Minute to Win It games. Thanks to our volunteers. All three schools are participating the Bicentennial Penny Drive.

b. CES

K and 1st grade students attended an assembly on dental health, put on by Delta Dental today. Plays are April 17. Volunteer appreciation event is April 24 at each school.

c. GES

No report.

VII. Other Business

a. Board Elections

Due to ongoing legal issues, current Board members and Treasurers are asked to stay on for next year. Voice vote approved this measure.

b. Committee Chair Openings

Please notify a Board member if you will not be returning next fall. We will have a list of openings by the May meeting.

VIII. Next meeting –May 1, 2018, 6:00 p.m., Chatham Public Library

IX. Meeting Adjourned at 7:30p.m.

Ball Chatham Glenwood PTO Meeting 4/10/2018
Executive Treasurer's Report
For the Period 3/7/18 - 4/10/18
Last Report Date: 3/6/2018

Bank Account Reconciliation (3/7/18 - 4/10/18)			
Beginning Balance (3/7/18):		\$	34,687.49
	Expenses	Income	
Income from SCRIP		\$ 1,200.00	
Deductions for SCRIP		\$ (1,259.43)	
Net Income from SCRIP		\$ (59.43)	
Income from Lucky Titan T-Shirts		\$ 2,035.00	
Income from Directories		\$ 10.00	
Income from Spring Book Fair		\$ 15,606.09	
Spring Book Fair Check to Scholastic		\$ (22,994.94)	
Net Income from Spring Book Fair (part of income in previous month)		\$ (7,388.85)	
Fun Fair Income	Donations: \$1,150.00	\$ 11,621.27	
Fun Fair Expenses (some outstanding)	Presale: \$2,546.00	\$ (2,406.42)	
Net Income from Fun Fair	Day of Fair: \$7,194.25	\$ 9,214.85	
	Square: \$731.02	\$ 9,214.85	
	Total: \$11,621.27	\$ 3,811.57	
Total Net Income for Period		\$ 3,811.57	
Expense for PTO Babysitting	\$ (30.00)		
Titan Sports Bottle Expense	\$ (597.50)		
Total Expenses for Period	\$ (627.50)		
Balance on Hand (4/10/18):		\$ 37,871.56	
Year to Date Net Income (10/16/17 - 4/10/18)			
Income from SCRIP		\$ 756.66	
Income from Directories		\$ 2,249.13	
Income from Fall Spirit Wear		\$ 7,472.39	
Income from Fall Book Fair		\$ 5,128.63	
Income from BoxTops		\$ 4,028.60	
Income from Fun Fair		\$ 9,964.85	
Miscellaneous Income		\$ 226.21	
Year to Date Total Income		\$ 29,826.47	
Expense for Spring Book Fair - Free Books for Kids	\$ (993.12)		
Charitable Donations	\$ (1,422.97)		
Administrative Expenses	\$ (469.70)		
Legal Fees	\$ (720.50)		
Year to Date Total Expenses	\$ (2,613.17)		
Year to Date Net Income		\$ 27,213.30	
Scholastic Dollars Earned from Spring Book Fair		\$ 22,184.51	