

BCG PTO Meeting

Chatham Area Public Library
December 4, 2018 6:00 p.m.

Pending Minutes



I. Welcome & Introductions

Kelly called the meeting to order at 6:05 p.m., followed by introductions.

II. Approval of August Minutes

Keri sent out minutes of the November 6 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.

IV. Committee Reports

a. Book Fair

Payment to Follett of \$18,673.39 was approved. Kelly has been in talks with Follett about making their delays right. PTO will be using Follett again for Spring Book Fair. Each school coordinator will need to schedule a call with Follett. Spring Book Fairs have been rescheduled for February 21-28. PTO wants them running during school open house night. Book Fair will not be open during Fun Fair.

b. Trivia Night

Trivia Night was a success. First and second place winners donated their prize money back to the PTO. Second place asked that PTO donate their prize to Titan Fuel. PTO will plan another for next year.

c. Spirit Wear

Delivery of Spirit Wear is expected next week. Payment to Greco of \$1143.78 for half of invoice was approved.

d. Directories

We do not have a final invoice at this time.

e. Fun Fair

Fun Fair is scheduled for February 23, from 11am-3pm. Jenny is working on a logo to go with our Carnival Theme. Donors will be acknowledged at various sponsorship levels. Most shows are paid for with donations. Jenny will work up a SignUp Genius for volunteers to work games, concessions, spirit wear sales, etc.

f. Staff Appreciation

No report.

g. Box Tops Etc.

No report.

h. Website & Social Media

Teachers' Favorite Things have been updated and a link posted on Facebook and our website.

V. Vice Presidents' Reports

a. BES/CES/GES

We need volunteers to man the Winter Party sign in tables from on December 20 and 21.

VI. Principal/AP Reports

BES/CES/GES

Caring Projects will wrap up in December, please continue sending in Food Donations. Universal Assessments are scheduled for December.

VII. President's Report

Jessica McCormick will be taking over SCRIP. Ordering format will change to a few times a year instead of rolling orders. Look for more information soon.

VIII. Other Business

None.

IX. Next meeting –January 8, 2019, 6:00 p.m., Chatham Public Library

X. Meeting Adjourned at 7:10p.m.

Ball Chatham Glenwood PTO Meeting 12/4/2018
 Executive Treasurer's Report
 For the Period 11/7/18 -12/4/18
 Last Report Date: 11/6/2018

Bank Account Reconciliation (11/7/18 - 12/4/18)

Beginning Balance (11/7/18):			\$	19,451.10
	<u>Expenses</u>	<u>Income</u>		
Fall Book Fair Income		\$ 15,593.03		
Start-Up Cash for Registers		\$ 1,200.00		
Donation Income form Sucker Money		\$ 129.04		
Net Income Fall Book Fair (amount owed to Follett)		<u>\$ 16,922.07</u>		
Trivia Night Income		\$ 6,768.91		
Trivia Night Expense		<u>\$ (847.51)</u>		
Net Income Trivia Night		<u>\$ 5,921.40</u>		
Winter Spirit Wear Income (less \$2,287.56 = \$3,130.44 profit)		\$ 5,418.00		
Directories Income		\$ 48.00		
Homecoming Spirit Wear Income		<u>\$ 8.00</u>		
Total Net Income for Period		<u><u>\$ 5,474.00</u></u>		
Expense for PTO Babysitting	\$ (30.00)			
Total Expenses for Period	<u>\$ (30.00)</u>			
Red Ribbon Week Distribution to Elementary Schools	\$ (1,000.00)			
Total Distributions for Period	<u>\$ (1,000.00)</u>			
Balance on Hand (12/4/18):			<u><u>\$</u></u>	<u><u>46,738.57</u></u>

18/'19 School Year Fundraising Net Income (9/4/18 - 12/4/18)

Income from SCRIP			\$	54.75
Income from Directories		\$ 2,755.00		
Income from Homecoming Spirit Wear (Final)		\$ 3,889.00		
Income from Trivia Night		\$ 7,011.84		
Donation Income		<u>\$ 25.00</u>		
Year to Date Total Income		<u><u>\$ 13,735.59</u></u>		
Administrative Expenses	\$ (501.65)			
Year to Date Total Expenses	<u>\$ (501.65)</u>			
Year to Date Net Income			<u><u>\$</u></u>	<u><u>13,233.94</u></u>
Year to Date Distributions to Elementary Schools for '18/'19 Schoolyear			<u><u>\$</u></u>	<u><u>(2,500.00)</u></u>