

## BCG PTO Meeting

Win, Lose or Draught

December 5, 2023 6:00 P.M.

- I. Welcome & Introductions  
Chelsey Cox called the meeting to order at 6:01pm.
- II. Approval of November Minutes  
Katy Roszhart sent out the November meeting minutes via email to the Board, Committee Chairs, School Administration, and all BCG PTO members prior to this meeting. Minutes were approved.
- III. Treasurer's Report
  - a. We are sitting really good financially. Tried out a new balance sheet this month. Wix active accounts are separate.
  - b. Did receive School Supply Toolbox check but Joe needs to look into this as the amount doesn't match with what the account online says.
  - c. Outbreak Designs might be wrong too. They charged us twice. Looking into that.
  - d. Need to followup with Brent Leach at Eck, Schafer and Punke for 501c3 status.
- IV. Insurance
  - a. It has come to the Secretary's attention that we do not have general liability annual insurance. There was insurance January 2018-February 2021, but it lapsed and no one renewed it. We have bought special event insurance when we've had our events but there is no coverage outside of those day events. We are in need of insurance for general liability, and especially for directors and officers. Waiting on quotes from 3 companies. Motion for approval of up to \$2000 a year for insurance. Motion was approved.
- V. Open Positions for 2023-2024 School Year
  - a. Sponsorship Committee
  - b. Illinois State Fair Grandstand Merchandise Sales Committee
  - c. BES President
- VI. Committee Reports
  - a. Titan Trek
    - i. It was successful and made over \$1000 after expenses but several complaints were made about prizes and age groups.
    - ii. Christy Wavering mentioned that Dan Lund had talked to her and Katy about the way it was done in the past brought out a lot more people. Getting schools to compete against each other for the most participants- gets a popcorn party or something similar. Deni thought making it themed, with costumes and food trucks would make it more lively. Age groups and prizes need to be discussed for next year.
  - b. Spiritwear
    - i. No idea on numbers. Hopefully by Christmas schools will receive. Will need people to help distribute to classrooms.
  - c. Directories

- i. Hopefully will be in schools by December. Greg is working on document to send to IEA. Will need help with distribution.
  - d. Sponsorships
    - i. Since last meeting, we have received \$250 Chatham Jaycees, \$500 from The Roszhart Family, \$250 Coonrod Financial, \$1000 from United Community Bank. Sponsorship total is up to \$3950 received this year.
  - e. Parents Night Out
    - i. Registration is up to 93, will stop at 100. Good on volunteers, maybe some more adult volunteers if possible. Georgie has been in contact with Mr. Lund and everything is ready on his end. Good on prizes. Polar Express is the movie chosen. Georgie will put together a waiver all parents need to sign about bounce houses, food, etc... All crafts and activities are good to go. All adult volunteers need background checks on file with the district, per PTO President.
  - f. Fun Fair
    - i. Haven't had a chance to meet yet. Will meet in January. All entertainment has been booked with the exception of Wild Times Exotics, can't get ahold of them.
  - g. Dueling Pianos Night
    - i. Needs following donations over the next couple months: wine, bourbon, silent auction baskets, photo booth props. If event sells out, should make a huge amount of money for the schools. 50/50 raffle, wine and bourbon pull, popcorn sales, silent auction, photo booth all will be offered. Will need a bunch of approved board members who can handle money at this event. Will offer table sponsors- pizza, drink tickets, and priority tables for \$500. Tickets are \$30/person. Specialty cocktails offered and beer/wine.
  - h. Website/Social Media
    - i. Chair not in attendance. Nothing to report
  - i. Book Fair
    - i. Confirm book fair dates of February 5-9, 2024. Open House is 2/8/2024.
- VII. Other Business
  - a. Maggie Uetz is a Kindergarten parent. She has a storefront for flowers and merchandise. She has offered a Dueling Pianos Basket. Also, would be happy to design and set up a storefront for Spiritwear, where we get 20% of all sales. Also, picks an organization for her Valentine's Day Flowers sales and chose us to get 20% of all sales. All agreed to take her up on all her offers.
- VIII. School President's Reports
  - a. BES- none
  - b. CES- none
  - c. GES- none
- IX. Administration Information- no Admin attended this meeting.
- X. President's Report- nothing additional
- XI. Next meeting – **January 9 at 6 PM at Chatham VFW**

XII. Adjourned at 7:06pm.

Ball Chatham Glenwood PTO Meeting 12/5/23				
Executive Treasurer's Report				
For the Period 11/8/23 - 12/5/23				
Last Report Date: 11/7/23				
Bank Account Reconciliation				
<b>Beginning Balance :</b>				<b>\$ 48,041.57</b>
		<b>Expenses</b>	<b>Incomes</b>	
Square transfers (see pg 2)			\$ 2,150.35	
RunSignUp transfer (Titan Trek)			\$ 2,433.00	
Scholastic Bfair payment		\$ 18,013.90		
Event Insurance		\$ 140.72		
Web hosting		\$ 203.88		
SAW reimbursement		\$ 157.34		
GES sucker pull payment		\$ 378.49		
BES sucker pull		\$ 217.06		
CES sucker pull		\$ 60.08		
GES library donation (from book fair)		\$ 2,500.00		
School Toolbox			\$ 1,368.46	
Sponsorships and tips			\$ 1,045.00	
Meeting supplies/snacks		\$ 107.62		
Outbreak designs		\$ 2,416.00		
Directory sales				
	CES		\$ 285.00	
	BES		\$ 225.00	
	GES		\$ 251.00	
<b>Total Expenses for Period</b>		<b>\$ 24,195.09</b>		
<b>Total Income for Period</b>			<b>\$ 7,757.81</b>	
<b>Balance on Hand:</b>				<b>\$ 31,604.29</b>
Assets and Liabilities				
<b>Total</b>		<b>\$ -</b>	<b>\$ -</b>	
<b>Total Cash and Cash Equivalent</b>				<b>\$ 31,604.29</b>

**WIX Accounts**

Type	Total Orders	Total Items	Payments
Child Registration - Parent's Night Out 2023	56	84	\$2,100.00
2023-2024 Directory	199	205	\$1,640.00
BCG PTO Silver Sponsor \$500	1	1	\$500.00
BCG PTO Bronze Sponsor \$250	1	1	\$250.00
Note Pad	36	50	\$50.00