

**BCG PTO Meeting Minutes**  
Chatham Area Pubic Library  
November 1, 2022 6:00 PM



- I. Welcome & Introductions  
Chelsey Cox called the meeting to order at 6:05 PM. Introductions followed.
- II. Approval of October minutes  
Teri Kerr sent out the October minutes via email to the Board, Committee Chairs, School Administration, and attending members prior to this meeting. Members present approved the minutes.
- III. Treasurer's Report
  - a. Treasurer's report was discussed. Attached.
  - b. Joe Jay will discuss details on becoming a 503c tax exempt organization at the next meeting.
  - c. School Toolbox checks will be mailed to all schools.
- IV. Open positions
  - a. Fun Fair Co-Chair and committee members
- V. Committee Reports
  - a. Titan Trek – November 19, 2022  
We have approximately 100 registrants. Sponsorships are still desired and need to be finalized so tshirts can be ordered. Tshirts will be ordered from Outbreak Designs. A banner will be purchased from Star Graphics and displayed at the Plummer and Gordon intersection. Sponsorships include: Pole Barn Chic (\$2,500-not yet received), WLD, Wheel Fast Bicycle Co. (two coupons for bike tune-ups, two hats, four socks), Sylvan Learning Center (\$100-received), BJ Grand Salon & Spa (\$100-received), The Tap Room, Better with Bubbli (\$100-received), and Floyd Dental. In kind donations have been received from Casey's, County Market, Sonic (coupons), INB, McDonald's (gift cards), Scoop Du Jour, Walgreens (bags and skin care samples), and Wild Wellness (gift cards).
  - b. Fun Fair – February 25, 2023  
Joe Jay is currently Chair of this committee and is responsible for concessions and entertainment vendors. There is a need for an additional Co-Chair of this committee who could coordinate the children's games. Sponsorships are needed for the Fun Fair. Joe will contact the entertainment vendors to ensure they are available that day.
  - c. Spirit Wear  
Jennifer Hutchison has been working with Greco Graphics to get a design and spirit wear options ready for a sale with anticipated delivery by Christmas.
  - d. Directories/Notepads  
This sale ends October 5, 2022. Directories and notepads have been printed. We are waiting on the binding of the directories at IEA.
  - e. Book Fairs – November 1 – 7, 2022  
A reminder was given that the \$500 librarian pull needs to be done on the last day of the fair.
  - f. Website & Social Media  
Greg was not present to provide an update.
  - g. Staff Appreciation – October 6 and 7, 2022  
Staff Appreciation days were a success.
  - h. Other Fundraisers
    - i. Opt Out Fundraiser was discussed. Chelsey will take to BES Administration for input.
- VI. Vice President Reports
  - a. BES, CES, and GES – Volunteers recently helped sort items from the elementary schools' recent fundraiser on October 13 at the GIS fieldhouse. Book fairs are off to a great start.
- VII. Administration Information (Provided by Deanna Johnson)

The schools appreciate the support that the PTO provides. The staff enjoyed the goodies provided during parent teacher conferences held on October 6 and 7. Thank you for your help provided during the book fairs. The schools are extremely thankful for the generous checks received from the PTO in the amount of \$11,000 each.

- VIII. President's Report--Nothing to report
- IX. Other Business-none
- X. Next meeting – December 6, 6 PM, Chatham Public Library
- XI. Adjourned at 7:17 PM

Ball Chatham Glenwood PTO Meeting 10/4/22 Executive Treasurer's Report For the Period 10/5/22 - 11/1/22 Last Report Date: 10/4/22			
Bank Account Reconciliation (10/5/22 - 11/1/22)			\$ 35,185.16
Beginning Balance (9/7/22):			
	Expenses	Incomes	
Directory Sales - Cash		\$ 1,348.12	
Directory Sales - Square		\$ 257.28	
Titan Trek Signups		\$ 709.00	
Grad Photos		\$ 75.00	
School Donations	\$ (33,000.00)		
Book Fair Startup Cash	\$ (1,350.00)		
IEA Printing	\$ (109.76)		
PO Box Renewal	\$ (166.00)		
Titan Trek Insurance	\$ (140.72)		
SAW Reimbursement - C. Cox	\$ (37.42)		
<b>Total Expenses for Period</b>	<b>\$ (34,803.90)</b>		
<b>Total Income for Period</b>		<b>\$ 2,389.40</b>	
<b>Balance on Hand (10/4/22):</b>			<b>\$ 2,770.66</b>
<b>Other Accounts</b>			
Account		Balance	
Paypal		\$ 1,493.73	
School ToolBox	BES	\$ 471.39	
	CES	\$ 431.02	
	GES	\$ 627.93	
<b>Total</b>			<b>\$ 3,024.07</b>
<b>Total Cash and Cash Equivalent</b>			<b>\$ 5,794.73</b>