

BCG PTO Meeting
Chatham Public Library
September 5, 2023 6:00 P.M.

- I. Welcome & Introductions
Chelsey Cox called the meeting to order at 6:03pm. Introductions followed.
- II. Approval of May Minutes
Katy Roszhart sent out the August 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. Joe reported there have been some issues with UCB online banking. There is \$20,774.67 in the bank.
 - b. Recently paid IEA.
 - c. State Fair Merchandise Check was deposited into the bank.
 - d. We also received news that restitution of \$19,565.59 was ordered in the case against Ms. Wiser. A \$6,000 check is coming soon from Sangamon County Circuit Clerk's Office for us. We will also be receiving regular payments until restitution is paid in full.
 - e. Joe is meeting with the accountant next week, so there should be an update on 501c3 status by the next meeting.
 - f. We also discussed the need to get in touch with School Administration about their school needs and see about giving money for specific items instead of a lump sum.
- IV. Open Positions for 2023-2024 School Year
 - a. BES Book Fair Chair/Co-Chair
 - b. BES Staff Appreciation Committee- filled by Deni Logue
 - c. BES & CES Graduation Photos Committee
 - d. Sponsorship Committee- 1 spot filled by Heidi Brady
 - e. Parent's Night Out Committee
 - f. Illinois State Fair Grandstand Merchandise Sales Committee
- V. Committee Reports
 - a. Illinois State Fair Merchandise Sales
 - i. We were invited back for next year.
 - ii. There was a unanimous vote to continue this next year, but add a committee to handle all of it.
 - iii. Chelsey will get in touch with Kim from the State Fair to sign contract.
 - iv. We should email Kindergarten parents before Kindergarten Camp about this opportunity and see if we can get more volunteers that way.
 - v. Recommended to have 1 person on Credit Card Machine each night, instead of multiple people.
 - b. Book Fair

- i. Dates are set for September 25-29, 2023 and February 5-9, 2024. Family Reading Night is September 28, 2023.
 - ii. A Book Fair Committee is needed at BES as both chair/co-chair are working at the school this fall.
- c. Directories
 - i. Greg wasn't able to attend tonight but gave an update to Chelsey via email.
 - 1. Waiting on the new year to settle down, will request the list for each elementary school mid-October. Ordering will begin then as well. Paper form and website for ordering is ready to go.
- d. Staff Appreciation
 - i. Dates are October 19/20. Haven't started on this. Brittany and Karrie will get together to discuss soon and have an update for next meeting.
- e. Titan Trek
 - i. Bill Stokes is confirmed for November 18.
 - ii. \$140.72 insurance for event
 - iii. Question about what prices should be this year. Either same prices or slightly increased. They will ask Bill and decide.
 - iv. Date is open and good, per Dan Lund. Just need to confirm with him.
 - v. The graphic art needs to be worked on. Sarah Bone will start on this.
- f. Parents Night Out
 - i. Chair wasn't in attendance. No update as of now.
 - ii. Do need to know what spaces are needed inside of GES for the event.
- g. Fun Fair
 - i. Date is set for February 24, 11am-3pm
 - ii. Need to book entertainment soon. Other entertainment options were considered.
 - iii. We have to pay cafeteria staff overtime- \$30/hour.
- h. Dueling Pianos Night
 - i. Katy has found a venue- Southwind Park. Howl at the Moon for Dueling Pianos. Needs to sign contracts ASAP to save date of 3/22/24. Requested a budget of up to \$10,000 for the event. Motions were made for approval. This was approved by the Board.
- i. School Toolbox
 - i. Nothing to report. Waiting on Check from them.
- j. Spiritwear
 - i. Sarah Bone agreed to take over as Chair and start working on designs.
 - ii. Need to get stuff out soon.
 - iii. Every Titan Gets a Tee will be inherited by Spiritwear Committee in the future. Katy & Chelsey have a meeting with that team on Friday and will have an update on the program in October.
- k. Website/Social Media
 - i. No updates at this time.
- l. Sponsorships

- i. Letter is ready to go to family and businesses. It will be printed this week and go out next week to families. Heidi Brady will come on this committee to help.

- VI. Other Business- none
- VII. School President's Reports
 - a. BES- Admin has requested volunteers for pulling out papers and stapling them for Kindergarteners.
 - b. CES- none
 - c. GES- none
- VIII. Administration Information- no Admin attended this meeting.
- IX. President's Report- nothing additional
- X. Next meeting – **October 3 at 6 PM at Win, Lose or Draught**
- XI. Adjourned at 7:22pm.

Executive Treasurer's Report				
For the Period 8/2/23 - 9/4/23				
Last Report Date: 8/1/23				
Bank Account Reconciliation				
Beginning Balance :				\$ 16,293.37
		Expenses	Incomes	
IEA Printing		\$ 115.50		
Square Transfer			\$ 96.80	
State Fair Payment			\$ 4,500.00	
Total Expenses for Period		\$ 115.50		
Total Income for Period			\$ 4,596.80	
Balance on Hand:				\$ 20,774.67
Assets and Liabilities				
School Toolbox		Owed	Balance	
			\$ 309.42	
			\$ 359.11	
			\$ 521.97	
Total		\$ -	\$ 1,190.50	
Total Cash and Cash Equivalent				\$ 21,965.17