

BCG PTO Planning Meeting

The Range, Chatham

August 1, 2023 6:00 P.M.

- I. Welcome & Introductions
Chelsey Cox called the meeting to order at 6:17pm. Introductions followed.
- II. Approval of May Minutes
Katy Roszhart sent out the May 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 \$16,293.37 in the bank.
 - b. A recommendation was brought up about not giving money to the schools at this time as we have in the past. We have usually been able to give \$10,000 or so to each school. With our major fundraisers having to be cancelled last year, we would only be able to give about \$4000. Chelsey suggested asking about needs of school (i.e. new whiteboard, etc...) and funding that instead. All agreed to wait until later in the year and see how are funds were and then we could give a larger check potentially to all the schools.
 - c. A motion was made for the use of up to \$1000 to apply for nonprofit 501c3 status with Eck, Schafer and Punke's assistance This was approved.
- IV. Vote on Amendment to the Constitution and Bylaws of the Ball-Chatham-Glenwood Elementary Schools Parent Teacher Organization (BCG PTO) with regards to adding new President roles
A quick overview of this amendment that was discussed at May 2023 meeting was verbally provided by the Executive President. A new position of School President to all elementary schools was voted on and approved by all attending members.
- V. Open Positions for 2023-2024 School Year
 - a. BES Treasurer
 - b. BES Staff Appreciation Chair & Committee
 - c. Sponsorship Committee & Chair
 - d. Parent's Night Out Committee & Chair- Chair filled by Georgie Euler
 - e. Spring Fundraiser Committee & Chair- Chair filled by Katy Roszhart
- VI. Committee Reports
 - a. School Tool Box-
 - i. Deadline is today for standard shipping. There's been a few problems of missing items. Not as many people have bought as in previous years. No flyers were put out and it's too late to push it now. No committee is needed for this.
 - b. Spirit Wear
 - i. Every Titan Gets a Tee collaboration-
 1. needs volunteers to distribute August 21-25 week
 - c. K-4 Graduation Photos-
 - i. Reported that this was very difficult this past year. Would like to add Main Chair and then a Co-Chair for each school. This was approved.
 - d. Titan Trek
 - i. Bill Stokes is holding the date of November 18, Saturday before Thanksgiving. Will not need to change signage. Start advertising in September. We shared our Titan Trek Attendees with SweetCorn Festival's Run and they will be doing the same for us.
 - e. Directories
 - i. Paper forms and online have been updated. Waiting to get with IT until mid October. Pushes date of directories to schools around December. Double check list IT gives to all School Presidents as there were quite a few missing families from previous years. Prices are

the same. Extras will be at the office to pay for. Turnaround is really quick with IEA for printing.

- f. Staff Appreciation
 - i. Dates are October 19-20, 2023 and May 6-10, 2024. Need committees for each school.
- g. Parents Night Out
 - i. Georgie Euler has agreed to Chair this. It is December 8 at GES. Use High School volunteers. Limit attendees to K-6 enrolled in Chatham District.
- h. Book Fairs
 - i. Dates are set for September 25-29, 2023 and February 5-9, 2024. Need to get with Reading Interventionists about Family Reading Night date. Open House should be February 8.
- i. Fun Fair
 - i. Date is set for February 24. We have Chair, Co-Chair and working on a committee being formed now.
- j. Website/Social Media
 - i. Website is being updated right now. He has set up the sponsorship page. We'll eventually want to revamp the whole website. Needs updated teachers favorite things- personnel. Committee has been formed so will divide the tasks between a few people.
- k. Sponsorships
 - i. This is a brand new committee that was formed this summer. Alicia, Chelsey and Katy are putting it together. They've got the flyer and letter together. They need any contacts anyone has so we can start soliciting businesses.

VII. Other Business

- a. Illinois State Fair Merchandise Sales
 - i. Need lots more volunteers for this. Still really short on a couple weekday nights.
- b. Meet the Teacher Night
 - i. Date is August 14 from 6-7:30pm. We need Board members at all schools handing out pamphlets. Signups will be in all classrooms.
- c. Kindergarten Camp
 - i. Powerpoint slide has been made for this. 1 Board member from each school will present about PTO on August 8.

VIII. Spring Fundraiser Ideas

- i. This is a brand new idea for adults only. Katy recommended a Dueling Pianos Night. It is \$4000 for a national organization to come. Date of March 22, 2024 has been approved. Katy is Chair. Will be working on a committee.

IX. School President's Reports

- a. BES- none
- b. CES- none
- c. GES- none

X. Administration Information- no Admin attended this meeting.

XI. President's Report- nothing additional

XII. Next meeting – **September 5 at 6 PM at Chatham Library**

XIII. Adjourned at 7:44pm.

Ball Chatham Glenwood PTO Meeting 8/1/23

Executive Treasurer's Report

For the Period 5/3/23 - 8/1/23

Last Report Date: 5/2/23

Bank Account Reconciliation

Beginning Balance :				\$ 16,939.60
		Expenses	Incomes	
Grad Photo Photographer		\$ 5,250.00		
Paypal Balance Transfer			\$ 2,893.49	
Grad Photo Payments			\$ 1,400.00	
			\$ 1,078.10	
			\$ 480.00	
Expense reimbursements		\$ 667.91		
		\$ 137.86		
		\$ 127.27		
		\$ 61.50		
Staff Appreciation		\$ 115.00		
Meeting Expenses		\$ 23.09		
		\$ 17.98		
Refunded Order		\$ 65.00		
Checking Acct Fee		\$ 32.21		
Total Expenses for Period		\$ 6,497.82		
Total Income for Period			\$ 5,851.59	
Balance on Hand:				\$ 16,293.37

Assets and Liabilities

School Toolbox		Owed	Balance	
			\$ 309.42	
			\$ 359.11	
			\$ 521.97	
Total		\$ -	\$ 1,190.50	
Total Cash and Cash Equivalent				\$ 17,483.87