

February 1, 2022 6:00 p.m.  
Conducted Virtually via GoogleMeet  
Approved Minutes



- I. Welcome & Introductions  
Kelly Settlemoir called the meeting to order at 6:00 p.m.
- II. Approval of January Minutes  
Teri Kerr sent out minutes of the January 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
  - a. See attached report
  - b. Scholastic did receive and cash the new check from GES from the Fall book fair.
- IV. Open positions
  - a. BCG PTO President
  - b. BES Staff Appreciation Chair. Chelsey will send out a request to see if this position can be filled in time for preparation of the Spring staff appreciation week.
- V. Committee Reports
  - a. Spirit Wear  
The online spirit wear sales have been successful, with a recent deposit of roughly \$1200.00.
  - b. Directories/Notepads  
This sale has concluded, and all ordered directories/notepads have been delivered. There are extras if anyone is interested in purchasing.
  - c. Book Fairs  
The Scholastic Spring book fair will be held February 10-16, 2022. It was decided that book fair profit for each of the three schools will be taken in the form of cash for the Fall fair and Scholastic dollars for the Spring fair. At the conclusion of the book fair, each school's librarian should be able to purchase books from the fair up to a limit of \$500.
  - d. Little Italy's Pizza  
A check was received for \$58.56 from eleven orders in the previous month. A few community members had problems entering the online code. Problems entering the online code should be shared with Sabrina so that it can be remedied. BCG PTO will do a monthly email blast to help promote February sales.
  - e. May 21 Community Fun Run/Fun Fair
    - i. Several community members have offered their insight and planning materials to the BCG PTO. These include Casey Copeland, Laura Calderon, Julie Nortell-Brooks, Tracy from the Springfield Running Center, and Alan Avery from [www.timingiseverything.com](http://www.timingiseverything.com)
    - ii. The location of the fun fair will be in the back of GES so that the parking lot will still be able to be utilized.
    - iii. The bounce house has been booked.
    - iv. Brandi will start to work on sponsorships.

f. Website/Social Media

A permanent link was added to the website for the online spirit wear shop.

g. Staff Appreciation

Staff appreciation week is typically held the first full week of May. Planning will begin in March.

VI. Vice President's Reports

a. BES: Nothing to report

b. CES: Nothing to report

c. GES: Nothing to report

VII. Administration Information

a. BES: Nothing to report

b. CES: Nothing to report

c. GES: Nothing to report

VIII. President's Report

Nothing to report

IX. Next meeting –March 1, 2022 at 6:00pm Chatham Public Library

X. Meeting Adjourned at 6:41 PM

**Ball Chatham Glenwood PTO Meeting 02/01/22**  
**Executive Treasurer's Report**  
**For the Period 1/11/22 - 02/01/22**  
**Last Report Date: 01/11/22**

Bank Account Reconciliation 01/11/22 -02/01/22				\$ 22,427.86
Beginning Balance :				
			Expenses	Income
Book Fair	Payments to Scholastic	GES	\$ (4,259.24)	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
Directories				\$ 5.34
				\$ -
				\$ 5.34
Winter Spirit Wear				\$ 1,269.74
				\$ -
				\$ 1,269.74
<b>Total Income for Period</b>				<b>\$ 1,275.08</b>
Other Expenses			\$ -	
			\$ -	
<b>Total Expenses for Period</b>			<b>\$ (4,259.24)</b>	
<b>Balance on Hand (02/01/22):</b>				<b>\$ 19,443.70</b>

21/'22 School Year Fundraising Net Income	
Little Italy's	\$ 168.85
Directories	\$ 2,311.44
Spiritwear	\$ 6,293.56
Tumblers	\$ 2,019.92
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
<b>Year to Date Total Income</b>	<b>\$ 10,793.77</b>
Administrative Expenses	\$ -
<b>Year to Date Total Expenses</b>	<b>\$ -</b>
<b>Year to Date Net Income</b>	<b>\$ 10,793.77</b>