

Southern Boone PTA

Oct. 1, 2015 APPROVED Minutes

Meeting called to order at 6:38 p.m. by president Dawn Sapp. Twelve people attended.

Brittney Sones read the PTA Mission Statement.

Laura Redfield-Jacobs had copies of the Minutes and the approved budget on the tables. Both had been sent out via e-mail and were put on the web before the meeting. **Brittney Sones made a motion to accept the Minutes as presented. Heather Ottinger seconded. Motion carried.**

Treasurer's Report: Amy Collette discussed the monthly budget (see handout). We have already received \$250 in donations and the letter has not gone out. We received \$125 from Moser's. Ann Smith will chair the Moser's Receipts. Amy will help Smith get started. Expense—we spent \$130.34 on the Pool Party. Collette said the check for Kindergarten field trip has been given to them. A parent asked about the other \$32. The teachers returned it to person who had donated it. **Dana Payne made a motion to accept the Treasurer's Report. Brenda Haynes seconded. Motion passed.**

Introductions.

Old Business

Committees—Brenda Haynes has found chairs for many committees that no one had signed up for. Haynes will chair Reflections this year. Speakers will go to each school this week, and there will be an informational meeting next Thursday. We need to turn entries in to the state PTA by Dec. 10. Kids will need to turn their entries in to us in November. We will need judges who are not parents or teachers. Haynes has also been working on the Membership Committee. We need a chair for Fundraising Committee. Tara Eppy will do Carnival.

Spirit Wear committee will need volunteers Friday night. Several people volunteered to help. We are working on developing a Spirit Wear online ordering system. Dana Payne discussed the companies that she has contacted regarding this. Stacey Huck will chair Spirit Wear. Discussion. Tolton High School has a spirit wear page. Rokkitwear is the company Tolton uses. Spirit wear is a community service, not a huge money maker.

Brittney Sones discussed the fundraising donation letter (copies of the draft letter are on the tables). Your input is needed. Redfield-Jacobs said we need to have it go out soon so we can meet the November Fund Requests. This is our biggest fundraiser of the year. Discussion—it will go out to all schools via e-mail. We could do it in black ink on red paper for Friday folders at Elementary and Primary. Heather Ottinger offered to make the copies. Haynes suggested we have color copies wherever we have a PTA table. Sones will have copies at Spirit Wear booth. Payne asked if we need to do a PayPal account. Discussion. Most parents said they like PayPal. Sones may be able to have the letters printed in color for

free. She will need people to help her count out copies by class. Haynes said there are 17 classes with 25 copies at Elementary and 18 classes of 25 each at Primary.

Dana Payne discussed PayPal—2.2% plus 30 cents per transaction so a \$50 donation equals \$48.60. People can print off their own receipt. Does anyone work for a company that does matching funds?

Heather Ottinger made a motion we set up a PayPal account. Brenda Haynes seconded. Motion carried.

We will put the flier on FaceBook and school web site.

New Business

Audit Report—Amy Collette and Noel Case audited the books from the previous fiscal year Sept. 4. They were substantially correct, but there were a few errors. Expenditures were well documented for the most part. The deposits need to have more support. It has been difficult when Wish List approves wishes, the school does purchases and then gives us a huge list, rather than having it broken down. We need more communication between the school accountant, the Treasurer and Wish List Committee. Ideally the Wish List Chair would meet with the Treasurer and School Accountant BEFORE wishes are accepted. The committee gets an individual wish list per teacher. Primary gives us a list of everything that was purchased. Same with other funding requests. Better communication. There were some things that were approved last year that teachers then did not utilize. Several outstanding checks (several scholarships) were not cashed until summer. The operating account is \$10,592.78. **Brittney Sones made a motion to approve the audit report as written. Jennifer Fischer-Bryant seconded. Motion carried.**

Should PTA have a table at the Oct. 31 table at Spooktacular? Discussion. Several people said they could help. Dawn Sapp will contact Optimists to arrange for a table. Brenda Haynes will e-mail members asking for volunteers.

Door Prize Winner Is: Kara Hinton, High School Counselor.

Victoria Harding moved to adjourn the meeting at 7:48 p.m. Brittney Sones seconded. Motion carried.

Respectfully submitted by Secretary Laura Redfield-Jacobs.