

## PTO Board Meeting Minutes

Date: November 26, 2018

Time: 6:00 PM

Location: Brighten Academy

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The meeting was called to order by Janelle Goggins, PTO President, at approximately 6:00pm.

\*\*October meeting minutes were approved.

### **New Business:**

- The Treasurer Report was provided, and the PTO current balance is \$14,160.03.
- Membership was reminded of the election to move the PTO meetings to the 3<sup>rd</sup> Monday of the month (vs. the 4<sup>th</sup>); with a note that the January and February meetings will be on the 4<sup>th</sup> Monday due to a school holiday on the 3<sup>rd</sup> Mondays.
- Octoberfest Recap – We received income of \$6,209.59, had expenses of \$1,815.12, for a profit of \$4,475.47. It was noted that our budgeted profit was \$5,000, and we were close to that amount even after moving the event indoors. It was also noted that many of the expenses are for items that will be used for other events (decorations, concessions, prizes, etc.)
- The list of grants received was reviewed and included:
  - Music program ordered music with their grant - \$200
  - Band – ordered horn and case with their grant - \$200
  - Drama – art supplies for backdrops - \$200
  - 2<sup>nd</sup> Grade – Brainpop Subscription - \$150
  - 5<sup>th</sup> Grade – Teachers Pay Teachers Gift Cards - \$300
  - Trophy Cases for Atrium - \$3700
- A grant request was received from the Sports/PE department for a trophy case that matches the ones purchased for the Excellence display in the Atrium. The cost would be \$1,500. A vote was held and the request was approved unanimously.
- A discussion was held to determine interest in ordering long sleeve spirit shirts. PTO already owns the decals, we would need to determine the cost of the shirts to compute a sales price. A vote was held and it was unanimously approved to pursue the costs of creating long sleeve spirit shirts. Pre-orders would be done online, so there would be no cost for unpurchased shirts.

### **Spirit Nights**

- Parents were advised of the upcoming Spirit Nights for December 13<sup>th</sup> at Panera Bread. Members were reminded that they would have to show a printed flyer or the flyer on their phone for BACS to receive credit for the purchase.
- Proceeds for prior Spirit Nights were unavailable.

### **Committees/Volunteer Opportunities**

- Members were reminded to email photos of events to [bacspto@gmail.com](mailto:bacspto@gmail.com) for inclusion in the yearbook.

- Members were reminded to post their hours in Trackitforward.com, and that there is an app for it that you can download to your phone.
- Members were reminded to utilize Amazon Smile for their Christmas shopping, which gives donations to BACS.

**Upcoming Events and Fundraisers:**

Mistletoe Market – Dec 1<sup>st</sup> and 2<sup>nd</sup>

Weekend of the Arts – Dec 6<sup>th</sup> – 10<sup>th</sup>

Spirit Night – Panera Bread – Dec 13<sup>th</sup>

Variety Show Tryouts - late January

PTO Movie Night – January 25<sup>th</sup>

The meeting was closed at 6:32 pm.