

**PTO EXEC MTG 3/3/2010
NOTES**

5:00—Melanie, Lillian, Karen, Nicki, Victor

Spoke about PTO finances and budgeting for events. Melanie and Lil will work on putting the last few years of accounting on QuickBooks and categorizing the money flow to be able to easily make a report that shows the information about an event from one year to the next.

The chart below shows our two latest events and what the approximate total expenditures were after all expenses and sales were complete. It also gives an approximation of what we can expect to spend on the upcoming events. Those costs in the left hand column will most likely will be total expenditures.

<u>PTO Event</u> <u>expenditures</u>	<u>Ticket Sales</u>	<u>Expenses</u>	<u>PTO Donation</u>	<u>Total</u>
Pancake Breakfast (fed 250-275)	<u>\$2800?</u>	<u>\$ 500</u>	<u>\$ 2400</u>	\$ 100
Disco	<u>\$ 523</u>	<u>\$ 440</u>	<u>\$ 150</u>	\$ 80
International Night (April)	<u>\$ 0</u>	_____	_____	
Teacher Appreciation Week (May)	<u>\$ 0</u>	_____	_____	
End of the Year Awards (May/June)	<u>\$ 0</u>	_____	_____	
\$300 End of Year BBQ (May/June)	<u>\$ 0</u>	_____	_____	

\$300

\$300 WASHINGTON TRIP

\$300 In our savings account we have been holding the funds that were raised from the spring chocolate sales last year by the classes of 2014 & 2015. The amount was **\$382.48** and Lillian is figuring out what each student had personally raised. We will give over those funds as well as a report of the students accounts to H. Meyer, N. Bagshaw and J. Pryor for the 8th grade Washington trip coming in May.

We talked about assisting the class further with fundraising and decided that our officers don't have the extra time that it would entail i.e. extra meetings, reports, and paper trails, to approve their request at this time.

ALUMNI GAME

Karen can make flyers. Ticket sales at the door will help pay for referees. Players will pay to play and receive their own t-shirts [Ronnie is arranging]. The junior class will run the café for their own fundraising [Ninfa].

CHAFING DISHES

We'd like to purchase a few professional grade chafing dishes for better stewardship of our future funds. We've found nice ones for under \$50 each. We should find the best buy for the best quality and make the purchase within the next two months.

HUMAN SUNDIAL

Nicki has the information. We'd like to make a memorial to those beloved teachers who have passed and give honor and recognition to those retiring this year. The students can create décor on the stones using mosaic tiles and other materials. The PTO will supply the materials and try to solicit the help from the

various teaching staff i.e. R. Gianis, Mr. Z, and J. Fayyaz to complete the project by graduation time. Nicki will submit the plans to the BOE for approval.

FUNDRAISING FOR CHILE EARTHQUAKE VICTIMS

Victor brought up the request that we do something to help the many victims suffering in Chile. We discussed ideas about an Auction for Dancing or a Money Dance of some kind, held during the International Night possibly. We'll discuss this more at the next meeting and we would need a contact for the Chile fundraising (I may have one).

Meeting adjourned—6:20pm

Notes submitted by Karen Hochstedler