

JR Briggs PTA Meeting Minutes
September 12, 2018

President: Jason Stanton
Treasurer: Greg Belkin

Vice President: Michelle Parkinson
Secretary: Jeraldine Lumbert

Meeting called to order at 6:30 PM

Welcome and Thanks

Principal's Report

Mr. North, principal, introduced himself to the PTA. Curriculum night is 6 to 8 pm on September 13, 2018 with grades having rotating schedules to accommodate parents/guardians with one than student at Briggs. Ready, Set, Glow is on September 28, 2018. On October 10th, we have walk to school day where students and staff will be walking from Oakmont to Briggs that morning.

Secretary's Report

Jerri Lumbert, secretary, presented the notes, from June's, Yearbook and August Executive meetings for approval. The minutes were approved as presented.

Treasurer's Report

Greg Belkin, treasurer, went over the proposed budget report. The report was approved as presented.

Administrative Matters

- **Executive Committee Meeting Report**

- *Bylaws have been updated

- **Internal Financial Review Form/Audit Committee**

- * Jason Stanton, Jennifer Lilley, and Jerri Lumbert will meet prior to November 15, 2018 to go over the paperwork.

- **Yearbook**

- *We are looking into another company rather than LifeTouch called Tree Ring. Tree Ring is not based on the number of sales, can include more pictures from the end of year due to the ability to print later.

- *Jason Stanton will email Mr. North regrading specific requirements for the software needed.

- *Approved to try Tree Ring

- **Staff Appreciation Luncheon**

- * The luncheon will be on October 11th, the first parent/teacher conference day. Jason Stanton will chair event. Sign up genius will be used to sign up for volunteers and food/drink items.

- **Movie Night**

- * Karen Vine will chair the event. A survey will be sent out on the movie for the night which will be on October 26, 2018. We will need to purchase a license for the event due to the district license has expired.

- **Dance/Game Night**

- *Veronika Patty will be the photographer again this year. More information to come as the events get closer.

- **Parents/Night Out**

- * Kim Knesek, Melissa Rheame, Jason Stanton and Jerri Wendling will help out. Jason will reach out to Sarah Dorsey to get the vendor list to start contacting vendors to see if they are interested in the event. It will take place on December 7, 2018.

- **Check Reimbursement**

- * JRB PTA website reimbursement was approved

- **Donation Bin Money Distribution**

- * Clothes bin located at Briggs. In the spring, it was discussed that the money would go to the PTA. We are waiting for updated information.

- **Worcester Railers** (Myriah Zwicker)

- * The Worcester Railer event will take place on January 13, 2018. It will not be a fundraising event due to it is already booked for that. They did invite us to participate in their opening night event on October 20, 2018 at 7:05 for \$12 a ticket. We will be working on getting Traxx the mascot to come in December during lunch with his handler to visit the students.

Open Forum

Display Board

- Tiffany Sell has one and is willing to donate it to the PTA. Jerri Lumbert will contact her to pick it up.

Meeting adjourned at 7:30

Next Meeting is on October 10, 2018 at 6:30pm

JR Briggs PTA 2017-2018 Budget Report: Near-Final School Year End 2018

Ending August 31, 2018 Bank Balance: \$12,338.67

Event Name	Spent 2016-2017	2017-2018	Current Spend	Current Income	Event Result	Profit/Loss
PTA Dues	N/A	N/A		\$ 244.00		\$ 219.00
Bank Account Interest	N/A	N/A		\$ 5.70		\$ 0.47
Movie Night	\$ 105.00	\$ 200.00	\$ 83.44	\$ 535.10	\$ 451.66	\$ 451.66
Bingo Night	\$ 25.00	\$ 200.00	\$ 64.33	\$ 167.75	\$ 103.42	\$ 250.00
Bunny Breakfast	\$ 1,497.00	\$ 1,500.00	\$ 1,459.67	\$ 1,629.00	\$ 169.33	\$ 1,200.00
Dance Event	\$ 1,148.00	\$ 1,400.00	\$ 1,019.72	\$ 1,005.00	\$ (14.72)	\$ (14.72)
Games Event	\$ 1,050.64	\$ 1,400.00	\$ 1,097.18	\$ 850.00	\$ (247.18)	\$ (247.18)
Mini Grants	N/A	\$ 5,200.00	\$ 3,395.51	N/A		N/A
School Supply Initiative	\$ 1,500.00	\$ 2,000.00	\$ 1,970.81			TBD
Ready Set Glow Night	\$ 200.00	\$ 350.00	\$ 250.00			N/A
PTO Software and Dues	\$ 129.00	\$ 130.00	\$ 189.00			N/A
Website Maintenance			\$ 168.00			
Staff Appreciation Day		\$ 250.00	\$ 130.63			\$ 250.00
Misc. Supplies			\$ 44.91			
TOTAL:	\$ 5,654.64	\$ 12,630.00	\$ 9,828.29	\$ 4,436.55	\$ 462.51	\$ 2,109.23

Additional Planned Activity:

Event Name	Current Spend	Current Income	Expected Revenue
Bags to School (Spring)		\$ 793.00	\$ 850.00
Worcester Railers			TBD
Coupon Fundraiser			\$ 2,100.00
JRB Apparel		\$ 240.00	240
Roll on America		\$ 1,000.00	\$ 1,000.00
Box Tops	\$ 55.66	\$ 1,259.50	\$ 1,300.00
Yearbook	\$ 690.00	\$ 648.00	\$ (42.00)
BJs Fundraiser		\$ 210.00	\$ 185.00
TOTAL:	\$ 745.66	\$ 4,150.50	\$ 5,633.00

Mini Grant Tracker:

Mini Grant Name	Current Spend	Approved Spending
4th Grade Dice & Cards	\$ 158.59	\$ 150.56
2nd Grade A-Z Spending	\$ 94.95	\$ 94.95
Grade K EcoTarium	\$ 650.00	\$ 650.00
Grade 1 Acton Disc Mus	\$ 650.00	\$ 650.00
5th Grade Science Center	\$ 300.00	\$ 300.00
4th Grade Beaver Brook	\$ 400.00	\$ 400.00
3rd Grade Sturbridge Vllg.	\$ 650.00	\$ 650.00
TOTAL:	\$ 2,903.54	\$ 3,395.51

JR Briggs PTA 2018-2019 Budget Proposal

Ending August 31, 2018 Bank Balance: \$9,677.86

Event Name	Spent in 2017 2018	2017 2018 Event Result	Proposed 2018 2019 Spend
PTA Dues	N/A	\$250	N/A
Bank Account Interest	N/A	\$5.70	N/A
Movie Night	\$ 83.44	\$451.66	\$ 350.00
Bingo Night	\$ 64.33	\$103.42	\$ 150.00
Bunny Breakfast	\$ 1,459.67	\$169.33	\$ 1,750.00
Dance Event	\$ 1,019.72	(\$14.72)	\$ 1,400.00
Games Event	\$ 1,097.18	(\$247.18)	\$ 1,200.00
Mini Grants	\$ 3,395.51	N/A	\$ 6,000.00
School Supply Initiative	\$ 1,970.81	N/A	\$ 2,000.00
Ready Set Glow Night	\$ 250.00	N/A	\$ 300.00
PTO Software and Dues	\$ 189.00	N/A	\$ 130.00
Website Maintenance	\$ 168.00	N/A	\$ 200.00
Staff Appreciation Day	\$ 130.63	N/A	\$ 250.00
Misc. Supplies	\$ 44.91	N/A	\$ 200.00
Bags to School (Spring)		\$793.00	
Worcester Railers			
JRB Apparel		\$ 240.00	
Roll on America		\$ 1,000.00	
Box Tops	\$ 55.66	\$ 1,259.50	
BJs Fundraiser		\$210	
TOTAL:	\$ 9,828.29	\$ 4,220.71	\$ 13,880.00

