

J.R. Briggs Elementary School PTA

[jrb-pta.org](http://jrb-pta.org)

General Membership Meeting

November 13, 2019 @ 6:30pm

SIGN-IN SHEET

<u>NAME</u>	<u>MEMBER?</u>
<input checked="" type="checkbox"/> Jason Stanton, President	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N
<input checked="" type="checkbox"/> Michelle Parkinson, Vice-President	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N
<input checked="" type="checkbox"/> Tiffani Sell, Secretary	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N
<input type="checkbox"/> Greg Belkin, Treasurer	<input type="checkbox"/> Y <input type="checkbox"/> N
<input checked="" type="checkbox"/> Nat North, Principal	<input type="checkbox"/> Y <input type="checkbox"/> N
<input checked="" type="checkbox"/> Jen Lilley, Vice-Principal	<input type="checkbox"/> Y <input type="checkbox"/> N
1. <u>Becky Allen</u>	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N
2. <u>Ricky Racine</u>	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N
3. <u>John Losordo</u>	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N
4. <u>Kamby</u>	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N
5. <u>Tray B...</u>	<input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N?
6. <u>Debi Fleck</u>	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N
7. <u>Melissa Barnett</u>	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N
8. <u>Elisabeth Branham</u>	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N
9. _____	<input type="checkbox"/> Y <input type="checkbox"/> N
10. _____	<input type="checkbox"/> Y <input type="checkbox"/> N
11. _____	<input type="checkbox"/> Y <input type="checkbox"/> N
12. _____	<input type="checkbox"/> Y <input type="checkbox"/> N
13. _____	<input type="checkbox"/> Y <input type="checkbox"/> N
14. _____	<input type="checkbox"/> Y <input type="checkbox"/> N
15. _____	<input type="checkbox"/> Y <input type="checkbox"/> N
16. _____	<input type="checkbox"/> Y <input type="checkbox"/> N
17. _____	<input type="checkbox"/> Y <input type="checkbox"/> N
18. _____	<input type="checkbox"/> Y <input type="checkbox"/> N

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General Membership Meeting

November 13, 2019 @ 6:30pm

President: Jason Stanton

Vice President: Michelle Parkinson

Treasurer: Greg Belkin

Secretary: Tiffani Sell

Meeting called to order at 6:33 PM

**Opening Remarks**

- Jason Stanton, President, thanked everyone for taking their time to attend the meeting

**Principal's Report**

- Band Night at OHS
- Parent teacher conferences
- Miss Nelson is Missing
- 5th grade went to Harvard Forest
- STEAM night
- Costume parade outdoors
- Veterans Day Lunch

**Secretary's Report**

- Tiffani Sell, Secretary, presented the October meeting minutes for approval. Minutes were approved as presented.

**Treasurer's Report**

- Jason Stanton, President, reviewed as Greg Belking, Treasure, was having breakfast in Tokyo during our meeting
  - Ending balance as of 10/31/19 \$8,400.90
  - Treasures report presented with no questions and accepted

**Administrative Matters**

- Internal Financial Review Form/Audit Committee
  - Jason Stanton, Nat North and Jen Lilley worked on this task.
  - This must be completed and sent to the MA PTA by November 15, 2019.
  - Finished up today 11/13 - all appears to be well
- Yearbook
  - Tiffani Sell will chair the project. Michelle Parkinson and Jason Stanton will assist. Additional **Volunteers are needed** to assist with a number of tasks throughout the year.
- Staff appreciation
  - Was awesome and went over well
  - There may have been a shortage of food
  - Staff has grown to roughly 150
  - Will get a head count and survey staff to determine what we may need more of as well as their likes/dislikes
- Roll -on America
  - Myriah Zwicker is coordinating this event
  - October event - 12 attendance
  - November event - 24 attendance
  - Next Scheduled events

- January 18th (saturday)
- March 20th (Friday)
- Total to date in attendance - 36
- Need 89 to meet 125 for the \$1,000.00 donation
- We can add a 5th event if needed, 2 more are already scheduled
- Movie Night – 11/8
  - Everything went really well, it was tons of fun!
  - Becky Allen and Karen Vine ran the event
  - The movie was Toy Story 4
  - 120 paid attendance
  - 60 pre registered
  - profit \$175.00
- Boosterthon Fun Run
  - The school has decided to participate in the Boosterthon Fun Run program in May 2019. This is an 8-day program beginning with a student pep-rally on Wednesday 5/6 and ending with the fun run event on Friday 5/15.
  - Conservative profit estimates, based on the WES event, suggest a profit of \$20,000-\$24,000.
  - **Volunteers are needed** to assist in event planning, fundraising and day-of-event assistance.
  - Considering call on Cushing for some senior leaders
  - Looking for Sponsors for the T-Shirts
- Next Meeting – Wednesday 12/11
- Next Event - Bingo Night 1/10

#### Open Forum

- Tiffani Sell brought forward that suggestion that we could use an additional set of letters for the sandwich board to replace letters that are faded and brittle or broken.
  - The motion to spend up to \$50.00 on a new pack of letters was made and passed
- Tiffani Sell brought information about trying a PTA art event called “Reflections”
  - Information was shared about this event - There is a packet available if you are interested in reading more
  - Tiffani Sell would be willing to lead on this event if the committee felt it would be of value to our students
  - Jennifer Lilley will speak with Ms. DiSalle and connect with Tiffani Sell on thoughts of support and sponsorship
- Becky Allen - Submitted a letter to BJ’s for a request for donation for Bingo night
- Bingo night - Is open for anyone to help or run the event if anyone is interested

#### Closing Remarks

Ashburnham Wine & Spirits gift card giveaway - Happy Birthday to Ricky, He was the big winner!!

Meeting Adjourned 7:19 PM

# JR Briggs PTA 2019-2020 Profit and Loss: October 2019

*For the November 2019 PTA Meeting*

October 1, 2019 Account Balance: \$10,027.89

October 30, 2019 Account Balance: \$8,400.90

September 2019 Income: \$65.39 September 2019 Debts: \$1,692.36

Name	Proposed 2019 2020 Budget	Current Spend	Current Income	Remaining Budget	Result
<i>Events w Expected Cost</i>					
Bingo Night	\$ 150.00	\$ -	\$ -	\$ -	\$ -
Boosterthon	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -
Box Tops	\$ 125.00	\$ -	\$ -	\$ -	\$ -
Bunny Breakfast	\$ 1,750.00	\$ -	\$ -	\$ -	\$ -
Dance Event	\$ 1,400.00	\$ -	\$ -	\$ -	\$ -
Games Event	\$ 1,200.00	\$ -	\$ -	\$ -	\$ -
Holiday Bazaar/Night Out	\$ 650.00	\$ -	\$ -	\$ -	\$ -
Mini Grants	\$ 6,000.00	\$ 792.38	\$ -	\$ 5,207.62	N/A
Misc.	\$ 600.00	\$ 327.83	\$ -	\$ 272.17	N/A
Movie Night	\$ 400.00	\$ -	\$ -	\$ -	\$ -
PTO Software	\$ 250.00	\$ -	\$ -	\$ -	N/A
Ready Set Glow Night	\$ 300.00	\$ 500.00	\$ -	\$ -	\$ -
School Supply Initiative	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -
Staff Appreciation Day	\$ 350.00	\$ -	\$ 60.00	\$ -	N/A
Website Maintenance	\$ 200.00	\$ -	\$ -	\$ -	N/A
Yearbook	\$ 200.00	\$ -	\$ -	\$ -	\$ -
<i>Income-Only Activities</i>					
Amazon Fundraiser	N/A	N/A	\$ -	\$ -	\$ -
Bank Interest	N/A	N/A	\$ 0.42	\$ -	\$ 0.42
BJS Fundraiser	N/A	N/A	\$ -	\$ -	\$ -
Clothing Donation Bin	N/A	N/A	\$ -	\$ -	\$ -
Coupon Fundraiser	N/A	N/A	\$ -	\$ -	\$ -
Dues	N/A	N/A	\$ 90.00	\$ -	\$ 90.00
JRB Apparel	N/A	N/A	\$ -	\$ -	\$ -
<b>TOTAL:</b>	<b>\$ 17,425.00</b>	<b>\$ 1,620.21</b>	<b>\$ 150.42</b>	<b>\$ 5,479.79</b>	<b>\$ 90.42</b>

Notes:

- 1) There are two mini-grants processed this month: the 5<sup>th</sup> Grade Field Trip (\$523.08) and the Technology Mini Grant (\$269.30)
- 2) We spent \$400 on a cash-in-hand withdrawal for movie night. That money will be returned to the account once the movie night deposit has been processed in November.
- 3) We had \$5 deposited for additional dues collection.
- 4) We had \$60 deposited for Staff Appreciation donations.
- 5) We had \$.39 deposited for bank account interest.