

J.R. Briggs Elementary School PTA

jrb-pta.org

General Membership Meeting

May 13, 2020 @ 6:30pm

SIGN-IN SHEET

<u>NAME</u>	<u>MEMBER?</u>
Y Jason Stanton, President	<input checked="" type="checkbox"/> N
Y Michelle Parkinson, Vice-President	<input checked="" type="checkbox"/> N
Y Tiffani Sell, Secretary	<input checked="" type="checkbox"/> N
Y Greg Belkin, Treasurer	<input checked="" type="checkbox"/> N
<input type="checkbox"/> Nat North, Principal	Y N
<input type="checkbox"/> Jen Lilley, Vice-Principal	Y N
1. Brenda Brown _____	<input checked="" type="checkbox"/> N
2. Veronica Meneses _____	<input checked="" type="checkbox"/> N
3. Karen Vine (Gift Card Winner) _____	<input checked="" type="checkbox"/> N
4. _____	Y N
5. _____	Y N
6. _____	Y N
7. _____	Y N
8. _____	Y N
9. _____	Y N
10. _____	Y N
11. _____	Y N
12. _____	Y N
13. _____	Y N
14. _____	Y N
15. _____	Y N
16. _____	Y N
17. _____	Y N
18. _____	Y N

J.R. Briggs Elementary School PTA
jrb-pta.org
General Membership Meeting
May 13, 2020 @ 6:30pm - Virtual

President: Jason Stanton

Vice President: Michelle Parkinson

Treasurer: Greg Belkin

Secretary: Tiffani Sell

Meeting Called at 6:39 PM

Opening Remarks

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

Principal's Report

- No Report

Secretary's Report

- Tiffani Sell, Secretary, presented the March 11, 2020 meeting minutes for approval. Minutes were approved as presented.

Treasurer's Report

- Greg Belkin, Treasurer, presented the treasurer's reporting month March and April 2020.
 - Ending Balance as of May 11, 2020 \$5,623.48
 - Treasurer's report was approved and accepted as presented
 - Lots of activity in March not so much in April
 - questions?

Administrative Matters

- Yearbook
 - Tiffani Sell will chair the project. Michelle Parkinson and Jason Stanton will assist.
 - A HUGE Thank You to the yearbook team, JRB Staff and all those who helped, it totally took a village to get this completed this year.
 - 101 Books Sold
 - Final submission date 5/13 (pushed back slightly from 5/11)
 - Waiting for proof approval from Michelle P and Becky P
 - Books submitted prior to 5/1 will be delivered to JRB 6/10
 - These books send to school, roughly 70, will be delivered by Nat and/or JRB staff
 - Shout out to the AMAZING Becky Pilsbury - the book would not be completed without her!!
 - Challenges:
 - filling in for events that didn't happen
 - getting photos for missing kids - collected all but 3

- Candids - Thanks Nat for your awesome Facebook posting
 - Fundraiser earned - \$147.00 - can this go towards scholarship fund for next year?
 - Outstanding invoice for \$55.78 for increase of pages
 - Trees planted - 101
 - Will we be using TreeRing for the 2020-2021 yearbook?
 - Should I lock next year's rate?
 - Yes look into options for next year
 - Turn off early emails
- Roll-on America
 - The last event was cancelled
 - Unfortunately, we did not earn the \$1,000.00
- Lyman Orchards Pie and Otis Spunkmeyer Cookie Dough Fundraiser
 - Melissa Basnett and Elizabeth Branham handed out the orders. HUGE thank you to them for doing this during the pandemic and keeping everyone safe in the process!!
 - It is estimated that the PTA will earn \$2,091.60 for this fundraiser
- Bunny Breakfast
 - The Bunny Breakfast was cancelled.
- Boosterthon Fun Run
 - The Boosterthon Fundraiser was cancelled.
 - The \$2,000.00 deposit we provided last year will be reallocated to next year's event which is tentatively scheduled for May 5 - May 14, 2021.
- Staff Appreciation Gift
 - Since the vast majority of mini-grants will not be used this year we thought it would be a nice gesture to send each of the teachers a gift. There are 48 full time employees in this role.
 - While we will be 'saving' money on mini grants, we are also not raising money (over \$3,000) that was expected at the beginning of the year from the Bunny Breakfast, Roll on America dn Boosterthon events.
 - Considering the money that we have made an effort to spend/allocate (Holiday Shop supplies, Classroom Go-Kits) this year, and the state of the current budget, I think \$25/teacher would be prudent (though I wish we could do more).
 - Comes out to \$1,200 total
- Nominations for PTA Board
 - All appointments are 1-year terms so we will need to make nominations tonight so that we may vote at the next meeting on June 10th.
 - Jason Stanton, President, is willing to serve another term, but other nominations are welcome.
 - Michelle Parkinson, Vice-President, is 'graduating' (and on a related note Jason Staton and Tiffani Sell are very sad) so this slot is vanant for next year.
 - Tiffani Sell, Secretary, is... is willing to serve another term or serve as Vice-President, but other nominations are welcome.

- Greg Belkin, Treasurer, is willing to serve another term, but other nominations are welcome.
- FY21 Budget
 - The PTA operates on the July 1st to June 30th fiscal year. A budget will need to be set at the next meeting on June 10th.
- Next Meeting - Wednesday June 10th 2020 @ 6:30

Open Forum

- Nothing to discuss

Closing Remarks

- Ashburnham Wine & Spirits gift card giveaway - Karen Vine was the big winner!!!

Meeting Adjourned at 7:20 PM

JR Briggs PTA 2019-2020 Profit and Loss: March (and parts of April) 2020

For the April 2020 PTA Meeting

March 1, 2020 Account Balance: \$8,779.17

March 30, 2020 Account Balance: \$13,555.73

March 2020 Income: \$6,893.25 March 2020 Debts: \$2,116.69

*****Adjusted, Estimated Balance as of April 26, 2020: \$7,623.48*****

Name	Proposed 2019 2020 Budget	Current Spend	Current Income	Remaining Budget	Result
<i>Events w Expected Cost</i>					
Bingo Night	\$ 150.00	\$ 70.63	\$ 533.00	\$ -	\$ 462.37
Boosterthon	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -
Box Tops	\$ 125.00	\$ 31.74	\$ 828.30	\$ -	\$ 796.56
Bunny Breakfast	\$ 1,750.00	\$ -	\$ -	\$ -	\$ -
Classroom "Go" Protective Kits	N/A	\$ 2,768.85			\$ (2,768.85)
Dance Event	\$ 1,400.00	\$ 2,506.00	\$ 4,138.00	\$ -	\$ 1,632.00
Games Event	\$ 1,200.00	\$ 1,142.53	\$ 1,442.00	\$ -	\$ -
Holiday Gift Cards	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -
Mini Grants	\$ 6,000.00	\$ 1,442.38	\$ -	\$ 4,557.62	N/A
Misc.	\$ 700.00	\$ 694.51		\$ 5.49	N/A
Movie Night	\$ 400.00	\$ 296.85	\$ 533.50	\$ -	\$ 236.65
PTO Software	\$ 250.00	\$ -	\$ -	\$ -	N/A
Pie Fundraiser	N/A	\$ 3,163.40	\$ 5,255.00		\$ 2,091.60
Ready Set Glow Night	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -
Santa/Holiday Gear	\$ 2,000.00	\$ 898.94			\$ (898.94)
School Supply Initiative	\$ 2,000.00	\$ 1,507.18	\$ -	\$ -	\$ (1,507.18)
Staff Appreciation Day	\$ 350.00	\$ 473.50	\$ 90.00	\$ -	\$ (383.50)
Website Maintenance	\$ 200.00	\$ -	\$ -	\$ -	N/A
Yearbook	\$ 200.00	\$ -	\$ 115.00	\$ -	\$ -
<i>Income-Only Activities</i>					
Amazon Fundraiser	N/A	N/A	\$ 12.77	\$ -	\$ 12.77
Bank Interest	N/A	N/A	\$ 2.25	\$ -	\$ 2.25
BJS Fundraiser	N/A	N/A	\$ -	\$ -	\$ -
Clothing Donation Bin	N/A	N/A	\$ 239.50	\$ -	\$ 239.50
Coupon Fundraiser	N/A	N/A	\$ -	\$ -	\$ -
Dues	N/A	N/A	\$ 105.00	\$ -	\$ 105.00
JRB Apparel	N/A	N/A	\$ 75.50	\$ -	\$ 75.50
TOTAL:	\$ 19,725.00	\$ 15,996.51	\$ 13,369.82	\$ 4,563.11	\$ 95.73

- **Mini Grant Request totals so far** = \$792.38. Four checks so far: Andrew Bell/Technology Mini-grant for \$269.30 on 10/9/19. JR Briggs Enrichment Fund/5th Grade Mini-Grant for \$523.08 on 10/9/19. Grade 4 Mount Mini-Grant for \$200.00 on 2/14/2020. Grade 4 Beaver Brook Trip for \$450. on 2/14/2020
- **Estimated/adjusted Balance** reflects \$2,768.85 for the classroom kits not yet paid, and the \$3163.40 pie fundraiser returned funds debt that has not yet been reflected in our bank account.

JR Briggs PTA 2019-2020 Profit and Loss: April 2020

For the May 2020 PTA Meeting

April 1, 2020 Account Balance: \$13,555.73

April 30, 2020 Account Balance: \$10,392.81

April 2020 Income: \$.48 April 2020 Debts: \$3,163.40

*******Adjusted, Estimated Balance as of May 11, 2020: \$7,623.96*******

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