

Minnewashta Elementary PTO Meeting Minutes

May 14, 2019

6:00 p.m. to 7:21 p.m.

PTO Present: Heather Solano, Rachel Turnbull, Heidi Post, Gretchen Padget, Brittany Mulder Yamauchi, Carly Brown, Sofia Cerritos, Andrea Bach, Melissa Uittenbogaard, Karen Wickett, Brandi Virgin, Nicki Gordon, Barb Seifert, Emily Hippe

PTO ABSENT: Erin Marasco

Heidi Post called the meeting to order at 6:00p.m.

I. Welcome and introductions, Heidi Post

Heidi moved to approve the April 2019 minutes. Motion approved.
Yearbook update

- Going to print next week
- 5th Grade winner's drawing will be posted on first page of the yearbook.
- 5th Grade runner up drawing will be posted before 5th Grade section.
- May 30th the yearbooks will be delivered. Personal pages need to be done by April 19th.
- Superslick App is a great tool for posting pictures.

We have decided to give \$20,000 for outdoor marquee and \$20,000 to Principal Andress to use at her discretion.

We will also purchase 10 boxes of crayons and markers to all of the Kindergarten and RSK classes to supplement the school supply kits.

II. Brandi Virgin, Treasurer, Treasurer's Report

We started out the 2018/2019 school year on 7/1/2018 with \$21,866.71 in our combined checking and savings accounts. As of April 30, 2019, we had a total of \$75,115.57

Administrative Updates

*** Discuss School Donation Amount & Allocation**

- \$65k Checking Balance (+ \$10k savings reserve)
- \$13k Est. May expenses (\$5k IXL, \$5k enrich/Tonka Cares donation, \$850 Flaming Game Cats donation, \$1k Birthday books, \$1250 other)
- \$12.6k Carry-over (limited to 1/3 of budget, inc. +\$10k savings)
- \$40k Recommended Donation Amount

Program Updates - April Transactions

Income

Birthday Books Income	\$ 60.00
Book Fair Income	2,343.23

Expenses

Birthday Book Expense	310.05
Special Program Enrichment	138.87
Counselor Enrichment	242.85
Other fees, (RevTrac, Intuit, Sign up Genius)	45.54

Minnewashta PTO Balance Sheet

As of April 30, 2019

Assets

Current Assets

Bank Accounts	
Checking	0.00
Money Market	0.00
Wells Fargo Checking	65,106.43
Wells Fargo Savings	<u>10,009.14</u>
Total Bank Accounts	\$ 75,115.57
Other Current Assets	
Uncategorized Assets	0.00
Total Other Current Assets	<u>0.00</u>
Total Current Assets	<u>\$ 75,115.57</u>
Total Assets	\$ 75,115.57
Liabilities and Equity	
Total Liabilities	
Equity	
Opening Balance Equity	24,796.87
Retained Earnings	-2,930.16
Net Income	<u>53,248.86</u>
Total Equity	<u>\$ 75,115.57</u>
Total Liabilities and Equity	\$ 75,115.57

III. Secretary's Report, Vicki York

Heidi Post moved to approve April minutes. Motion carried without dissent.

All of the Thank you notes have been sent out and up to date.

IV. Andrea Bach, Co-Vice President

Enrichment Requests

No Enrichment requests

First Grade Enrichment came in under budget \$-13.83

High Potential Enrichment came in under \$-83.25

Music Enrichment came in under \$-15.96

Reading Specialists came in under \$-2.54

V. Barb Seifert, Fundraising

Barb will kickoff fundraising for Corporate Sponsor T-shirts.

2019/20 Proposed /Slate

President:	Heidi Post
Vice President:	Andrea Bach Emily Hippe
Secretary:	Nicki Gordon
Treasurer:	Brandi Virgin Gretchen Padget
Volunteer Coordinator:	Brittany Yamauchi
Fundraising:	Barb Seifert (Potential Shadow)
At-Large:	Melissa Uittenbogaard Rachel Turnbull

Meeting adjourned at 8:21 p.m.

Respectfully submitted by Vicki York, Secretary