

FINANCIAL REVIEW REPORT FORMAT

Montgomery County Council PTA's

For the time period of: April 1, 2017 to June 30, 2017

BALANCE On Hand 3/31/17 \$ 11,522.01
Date of Last Audit

RECEIPTS (for fiscal year or date of last audit to the current time) \$ 13,491.72

TOTAL CASH \$ 25,013.73

DISBURSEMENTS 4/1/17 to 6/30/17 \$ 4,530.25
From last audit to date of audit

BALANCE on hand \$ 20,483.48

Last Bank statement Balance \$ 19,882.59

Deposits not yet credited by bank \$ 0.00

Total Checks Outstanding \$ 955.41

Balance in checking account June 30, 2017 \$ 19,882.59
Date

ATTACH COPY OF ANNUAL REPORT (actual expenditures compared to the approved budget showing all line items and approved adjustments)

I (we) have examined the annual report and financial records of the treasurer of the MCC PTA for the period of 4/1/17 to 6/30/17 and find them to be: (circle one) [correct, incomplete, substantially correct with the following adjustments list on the back, incorrect].

Auditor's Signature

Orion Saah

Date: 7/17/17

Therese Gibson

Date: 7/17/17

Laura Stewart

Date: 7/17/17

COMMENTS Please see attached comments

Provide comments on issues that should be brought to the PTA's attention. (use back of paper for comments)

Please send or fax a copy to MD PTA at fax #: 410-760-6344
mail to MD PTA, 5 Central Ave. Glen Burnie, MD 21061
or email to office@mdpta.org

MCCPTA
Annual Report for fiscal year: 2017

	Budgeted	2/28 Actual	Q4-FY2017 Actual	TOTAL "ACTUAL"
Balance from previous year:	12,121.56	11,874.77		11,874.77
RECEIPTS				
Membership Dues	50,000.00	35,710.00	8,081.00	43,791.00
Prior Year Membership Dues	988.00	988.00		
Presidents/Principals Dinner Tickets	6,000.00	0.00		
Prior Year P/P Dinner Income	771.27	942.27		
Sponsorship	11,000.00	3,149.87	5,299.87	8,449.74
Total Receipts (Current Year)	<u>\$ 68,759.27</u>	<u>40,790.14</u>		54,171.01
TOTAL RECEIPTS	\$ 80,880.83	52,664.91	13,380.87	66,045.78
DISBURSEMENTS				
General & Administrative				
ICB/CUPF	1,500.00	1,313.13	73.50	1,386.63
Audit	2,000.00	950.00		
Bank Service Charges	250.00	12.00		
Bluebook Directory	3,100.00	3,061.28		
Equipment Lease	4,000.00	1,645.94	483.81	2,129.75
Hospitality	1,000.00	0.00		
Insurance	720.00	674.00		
Marketing Materials	500.00	0.00		
Office Supplies	1,100.00	811.19	206.28	1,017.47
Office/General Admin Expenses	400.00	0.00	246.01	246.01
Postage & Delivery	150.00	10.75	9.80	20.55
Software Expense	200.00	0.00	31.37	31.37
Utilities				
Telephone	3,600.00	2,095.44	379.25	2,474.69
Web Hosting & Electronic Communications	1,000.00	376.04		
Programs				
MCCPTA Presents	500.00	0.00	42.65	42.65
Presidents/Principals Dinner	14,000.00	0.00	1,896.31	1,896.31
MCPS Give Backpacks	1,500.00	0.00		
TOTAL GENERAL & ADMINISTRATIVE EXPENDITURES	<u>35,520.00</u>	<u>10,949.77</u>	<u>3,368.98</u>	14,318.75
Leadership Training				
MCCPTA Training	5,000.00	958.01	344.34	
MDPTA Convention	500.00	0.00		
National PTA Convention	500.00	0.00		
Other National/Maryland PTA Events	300.00	0.00		
TOTAL LEADERSHIP TRAINING EXPENDITURES	<u>6,300.00</u>	<u>958.01</u>	344.34	1,302.35
Committees				
Advocacy	4,000.00	82.40		
Areas/Cluster	300.00	0.00		
Awards & Honors	650.00	0.00	662.02	662.02
CIP	150.00	0.00		
Cultural Arts				
Reflections	1,500.00	216.00	118.56	334.56
Other Cultural Arts	1,500.00	1,160.00		

<i>Curriculum</i>	200.00	0.00		
<i>Gifted Child</i>	150.00	26.80		
<i>ESOL</i>	0.00	0.00		
<i>Health & Safety</i>	150.00	0.00		
<i>Membership & Engagement</i>	750.00	0.00		
<i>Multicultural Awareness</i>	250.00	0.00		
<i>Special Education</i>	400.00	0.00		
TOTAL COMMITTEES	<u>10,000.00</u>	<u>1,485.20</u>	780.58	2,265.78
Organizational Advocacy				
<i>Committee for Montgomery, Inc.</i>	800.00	750.00		
<i>MCBRE</i>	1,000.00	0.00		
<i>MLK Breakfast</i>	900.00	800.00		
<i>Membership in Other Organizations</i>	1,000.00	650.00		
<i>Representational Events</i>	500.00	0.00		
TOTAL ORGANIZATIONAL ADVOCACY	<u>4,200.00</u>	<u>2,200.00</u>		2,200.00
Payroll Expenses				
<i>Payroll (including taxes)</i>	24,000.00	3,790.00		
<i>Payroll Service Expense</i>	400.00	300.50		
TOTAL PAYROLL	<u>24,400.00</u>	<u>4,090.50</u>		4,090.50
TOTAL DISBURSEMENTS	\$ 80,420.00	19,683.48		24,177.38
NET OPERATING INCOME	\$ (11,660.73)	21,106.66		29,993.63
TOTAL (EXPECTED) CARRYOVER TO 2017-2018	\$ 460.83	32,981.43		41,868.40
CASH ON HAND June 30, 2017				18,927.18
			Discrepancy	22,941.22

Cheryl B Peirce
 CHERYL B. PEIRCE
 TREASURER, MCCAFTA

7/12/17

Business

20487	4/24	194.57	Cannon
20488	4/24	382.12	Cannon
		382.12	
check	4/3	123.29	
stop	4/10	20.00	
stop	4/10	20.00	
payroll	4/14	49.00	
		<hr/>	
			\$788.98 old acct
Checks	4/19	138.00	\$ 138.00 new acct
		<hr/>	
Paypal	5/16	1.34	
Act. mont	5/20	88.51	
Potts	5/31	225.82	\$314.67
		<hr/>	
	6/6	100.50	
	6/11	46.07	
	6/12	226.97	
	6/15	175.00	
	6/16	1721.31	
	6/18	305.22	
	6/17	31.37	
	6/18	20.77	
	6/19	379.25	
	6/28	46.07	
	6/28	46.07	
		<hr/>	
		\$4,530.25	\$3,288.60

Receipts

4/14/17

5/3/17

5/3

5/3

5/15/17

5/16/17

5/16

* 5/18

5/31/17

6/5/17

6/6/17

6/12/17

6/13/17

6/19/17

6/29/17

\$ 1,891.00 (\$1891.00 (not itemized))

1,324.00

764.00

679.00

1,824.00

paypal

• 18
• 16

paypal 149.87 (where is this from?
who paid it?)

144.00

\$ 4,885.87

~~750.00~~

413.00

110.51

3,001.00

250.00

1,035.00

400.00

750.00

6.00

6,715.51

13,491.72

+ 600.89 Drawings

14,092.61