

Highland Lakes PTSO General Meeting
Friday, January 11, 2018
9:00 a.m.

Attendees: Elisa Herndon, Jessica Sorensen, Rosa Farmer-Bonilla, Angie McMahon, Marcus Stricklin, Liz Wolcott

- I. Call meeting to order
 - a. 9:00 AM
- II. Introductions
 - a. Everyone knew each other
- III. Approve last meeting minutes
 - a. Elisa motioned to approve meeting minutes from December. Stephanie seconded. Vote approved
- IV. Financial Update
 - a. Coffee need to discuss a budget so it's not going against Teacher Appreciation , do drive for pods with the yearly drink drive, ISO Tuesday.
 - b. General Overview of Monthly income and expenses
 - c. Event Summaries

	Income	Expenses	Profit
Bearathon 2018	\$59,953.99	\$13,214.32	\$46,739.67
Bearathon 2017	\$47,409.48	\$8,923.11	\$38,486.48
Harkins 2018	\$1,449.22	\$1,184.00	\$86.72
		\$178.55	-\$265.27
Harkins 2017	\$732.03	\$620.00	\$112.03
Penguin Patch 2018	\$7,109.96	\$947.69	\$1,030.00
Penguin Patch 2017	\$7,278.19	\$1,071.17	\$1,055.34

- d. Need to do an audit and review of carry over funds account
- V. Old Business
 - a. Bearathon – Deadline for Teacher Requests 1.11.
 - i. Requests will be reviewed for accurate numbers and anyone who didn't request anything
 - ii. Meeting to discuss and approve requests
 - iii. Process should take about 2 weeks until we can start buying items
 - b. Dance with Your Daughter January 18th
 - i. Requested volunteers from NJHS and Student Council
 - ii. Doing our own photo booth (same as back to school dance)
 - iii. Need to borrow Angie's lights for second photo booth
- VI. Mini Grants

- a. \$135 Planbook, a tool about 12 teachers on campus use for lesson planning. Elisa motioned to approve the request , Rosa seconded. Vote Approved.
- VII. New Business
 - i. Anyone who chairs a position is part of the executive board
 - ii. We will nominate in March and vote in April for the 2019/2020 board
 - b. Open Board Position – Secretary
 - i. Liz Wolcott nominated for Secretary by Elisa Herndon, Angie McMahon seconded. Vote Approved. Liz will work with Elisa to transition.
 - c. Open Board Position – Treasurer
 - i. Marcus was nominated for Treasurer by Elisa Herndon, Angie McMahon seconded. Vote approved. Marcus will work with Stephanie to transition.
 - d. Open Chair – Spring Fling
 - i. Spring Fling need to decide on go or no go within the next 7 days
 - e. Open Chair – 2019 Bearathon
 - i. Keep eye open for individuals
 - f. Open Chair – k-4 Talent Show
 - i. Looking for someone to turn the torch over to.
 - ii. Encouraging group acts, keep it to 2 hours, family acts
 - g. Open Chair – Bear Cart (or something new for 2019/2020)
 - i. Keep eye open for individuals
- VIII. News from District
 - a. Discussed proposal of early release next year, official vote will be at Feb 12th meeting
- IX. New Ideas
 - a. Liz look into doing a Bingo night, parents night out
 - b. Penguin Patch incentive for early sign up, playground balls, aprons, or books. Playground balls won.
- X. 10:00 am Adjourn

Highland Lakes PTSO Statement of Activity by Month

June 1, 2018 - January 10, 2019

	Jun 2018	Jul 2018	Aug 2018	Sep 2018	Oct 2018	Nov 2018	Dec 2018	Jan 1-10, 2019	Total	Budget	Over/ Under
Revenue											
47000 Organizational Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
47200 Fundraising Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
47210 Bearathon	0.00	0.00	0.00	1,600.00	742.45	23,338.97	3,372.64	30,969.93	60,023.99	\$48,000.00	\$12,023.99
47220 Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
47221 General Donations	0.00	0.00	618.03	0.00	405.75	0.00	0.00	0.00	1,023.78		
47223 Designated Purpose	0.00	0.00	500.00	0.00	0.00	1,000.00	0.00	0.00	1,500.00		
47224 Donations - not tax deductible	0.00	0.00	0.00	486.25	0.00	0.00	0.00	0.00	486.25		
Total 47220 Donations	\$ 0.00	\$ 0.00	\$ 1,118.03	\$ 486.25	\$ 405.75	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 3,010.03		
47230 Food Trucks	0.00	0.00	0.00	309.00	37.00	0.00	0.00	0.00	346.00		
47240 Loyalty Programs	0.00	0.00	532.77	489.94	79.96	0.00	0.00	1,472.18	2,574.85		
47250 PTSO Spirit Wear (No inventory)	0.00	0.00	0.00	0.00	0.00	-28.60	0.00	0.00	-28.60		
47260 Restaurant/Attraction Events	0.00	0.00	0.00	100.80	0.00	737.92	684.05	592.66	2,115.43		
Total 47200 Fundraising Income	\$ 0.00	\$ 0.00	\$ 1,650.80	\$ 2,985.99	\$ 1,265.16	\$ 25,048.29	\$ 4,056.69	\$ 33,034.77	\$ 68,041.70		
47300 Event Income - Income Producing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
47320 PE Activity Night	0.00	0.00	0.00	0.00	0.00	72.61	0.00	0.00	72.61		
47340 Talent Show	0.00	0.00	0.00	-152.39	0.00	110.50	0.00	0.00	-41.89		
47380 PTSO Dance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
47382 Family Dance	0.00	0.00	-62.70	0.00	0.00	0.00	0.00	0.00	-62.70		
Total 47380 PTSO Dance	\$ 0.00	\$ 0.00	-\$ 62.70	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	-\$ 62.70		
Total 47300 Event Income - Income Producing	\$ 0.00	\$ 0.00	-\$ 62.70	-\$ 152.39	\$ 0.00	\$ 183.11	\$ 0.00	\$ 0.00	-\$ 31.98		
47400 Inventory Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
47440 Concessions Product Reimbursemt	0.00	0.00	0.00	490.37	289.82	311.43	111.86	0.00	1,203.48		
47441 Concessions Profit	0.00	0.00	63.21	10.94	0.00	0.00	0.00	0.00	74.15		
47450 Harkins	0.00	0.00	0.00	0.00	242.45	107.54	1,099.23	0.00	1,449.22		
47460 Holiday Shop	0.00	0.00	0.00	0.00	0.00	0.00	7,270.26	0.00	7,270.26		
Total 47400 Inventory Income	\$ 0.00	\$ 0.00	\$ 63.21	\$ 501.31	\$ 532.27	\$ 418.97	\$ 8,481.35	\$ 0.00	\$ 9,997.11		
47500 Administrative	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
47510 Operations	0.00	0.00	-27.01	0.00	0.00	0.00	0.00	0.00	-27.01		
47511 Banking Income	0.07	0.07	0.07	0.06	0.02	29.52	0.02	0.00	29.83		
47516 Misc.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Total 47510 Operations	\$ 0.07	\$ 0.07	-\$ 26.94	\$ 0.06	\$ 0.02	\$ 29.52	\$ 0.02	\$ 0.00	\$ 2.82		
47520 Overhead	0.00	0.00	-8.74	0.00	0.00	0.00	0.00	0.00	-8.74		
Total 47500 Administrative	\$ 0.07	\$ 0.07	-\$ 35.68	\$ 0.06	\$ 0.02	\$ 29.52	\$ 0.02	\$ 0.00	-\$ 5.92		
Total 47000 Organizational Income	\$ 0.07	\$ 0.07	\$ 1,615.63	\$ 3,334.97	\$ 1,797.45	\$ 25,679.89	\$ 12,538.06	\$ 33,034.77	\$ 78,000.91		
JE - Carry over Earned Funds	1,542.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,542.02		
Total Revenue	\$ 1,542.09	\$ 0.07	\$ 1,615.63	\$ 3,334.97	\$ 1,797.45	\$ 25,679.89	\$ 12,538.06	\$ 33,034.77	\$ 79,542.93		
Gross Profit	\$ 1,542.09	\$ 0.07	\$ 1,615.63	\$ 3,334.97	\$ 1,797.45	\$ 25,679.89	\$ 12,538.06	\$ 33,034.77	\$ 79,542.93		

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June 1, 2018 - January 10, 2019

	Jun 2018	Jul 2018	Aug 2018	Sep 2018	Oct 2018	Nov 2018	Dec 2018	Jan 1-10, 2019	Total	Budget	Over/ Under
Expenditures											
67000 Organizational Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
002 Prizes	0.00	0.00	0.00	0.00	0.00	15.34	0.00	0.00	15.34		
003 Supplies, General	0.00	0.00	0.00	0.00	0.00	7.96	0.00	0.00	7.96		
009 Food for activities and events	0.00	0.00	0.00	0.00	0.00	0.00	7.10	0.00	7.10		
67100 Awards and Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
67130 School Service Project	0.00	0.00	0.00	0.00	581.08	-10.00	0.00	0.00	571.08		
67140 Targeted Classroom Support	0.00	47.22	0.00	419.99	474.17	384.65	1,468.00	0.00	2,794.03		
67145 Teacher Reimbursemts (\$50 Max)	0.00	0.00	100.00	242.32	69.95	0.00	69.91	0.00	482.18		
67147 PTSO clsm treat-not fndrsng	0.00	0.00	0.00	15.34	23.89	0.00	0.00	0.00	39.23		
67150 Targeted Club Support	0.00	0.00	-132.25	0.00	0.00	0.00	0.00	0.00	-132.25		
67170 Technology/AV	0.00	0.00	601.46	618.17	0.00	0.00	0.00	0.00	1,219.63		
67180 Specific Assist to Individuals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
67181 Adopt-A-Family	0.00	0.00	0.00	0.00	0.00	0.00	947.69	0.00	947.69		
Total 67180 Specific Assist to Individuals	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 947.69	\$ 0.00	\$ 947.69	\$947.69	\$0.00
Total 67100 Awards and Grants	\$ 0.00	\$ 47.22	\$ 569.21	\$ 1,295.82	\$ 1,149.09	\$ 374.65	\$ 2,485.60	\$ 0.00	\$ 5,921.59	\$34,453.00	-\$28,531.41
67200 Fundraising Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
67210 Bearathon	0.00	0.00	0.00	686.76	2,449.27	5,654.89	4,423.40	0.00	13,214.32	\$7,660.30	\$5,554.02
67240 Loyalty Programs	0.00	0.00	142.62	0.00	0.00	0.00	0.00	0.00	142.62		
67250 PTSO Spirit Wear (no inventory)	0.00	0.00	0.00	0.00	0.00	31.86	0.00	0.00	31.86		
67270 Spring Fling	0.00	0.00	0.00	0.00	0.00	38.30	0.00	0.00	38.30	\$5,300.00	-\$5,261.70
Total 67200 Fundraising Expenses	\$ 0.00	\$ 0.00	\$ 142.62	\$ 686.76	\$ 2,449.27	\$ 5,725.05	\$ 4,423.40	\$ 0.00	\$ 13,427.10		
67300 Event Expenses - Income Prod	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
67340 Talent Show	0.00	0.00	4.36	0.00	183.90	0.00	0.00	0.00	188.26	\$700.00	-\$511.74
67380 PTSO Dance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
67381 Daddy Daughter Dance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	176.06	176.06	\$1,000.00	\$823.94
67382 Family Dance	0.00	7.99	56.47	0.00	0.00	0.00	0.00	0.00	64.46		
Total 67380 PTSO Dance	\$ 0.00	\$ 7.99	\$ 56.47	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 176.06	\$ 240.52		
Total 67300 Event Expenses - Income Prod	\$ 0.00	\$ 7.99	\$ 60.83	\$ 0.00	\$ 183.90	\$ 0.00	\$ 0.00	\$ 176.06	\$ 428.78		
67350 Event Expense - Non-Income Prod	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
67310 8th Grade Promotion	0.00	0.00	-162.45	0.00	0.00	0.00	0.00	0.00	-162.45	\$150.00	
67315 Appreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
67316 Teacher & Staff Appreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Birthdays (Card & Candy)	0.00	0.00	0.00	0.00	43.63	0.00	0.00	0.00	43.63		
Coffee supplies	0.00	0.00	343.45	6.74	127.43	87.59	82.54	0.00	647.75	NEED	
Monthly Appreciation	0.00	0.00	170.19	1,012.30	0.00	0.00	0.00	0.00	1,182.49	\$2,000.00	-\$817.51
Total 67316 Teacher & Staff Appreciation	\$ 0.00	\$ 0.00	\$ 513.64	\$ 1,019.04	\$ 171.06	\$ 87.59	\$ 82.54	\$ 0.00	\$ 1,873.87		
Total 67315 Appreciation	\$ 0.00	\$ 0.00	\$ 513.64	\$ 1,019.04	\$ 171.06	\$ 87.59	\$ 82.54	\$ 0.00	\$ 1,873.87		
67360 Vision and Hearing - Vol. Lunch	0.00	0.00	0.00	0.00	45.56	0.00	0.00	0.00	45.56		

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		\$178.55	-\$265.27
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