

PTA Budget Meeting Minutes

July 17, 2013

Present: Christine Sullivan, Connie Gaylord, Jennifer Stella, Elizabeth Schwarz, Kaiya Korb

Mad River Path Proposal –

Christine moved \$8500 into an account. Kaiya will touch base with Will Flender on next steps.

Photos in the front hall –

Thought is to put into the front hallway things that PTA money gets spent on... rotating frame, photos and price tags. Things to include: artist in residence, directory, winter program, book fair, Eco program, Flynn trips, drama program (5th and 6th grade play), teacher stipends, also include : “Everyone is a member... your presence is always welcome and your input is always appreciated.”

Perhaps we should hold one evening meeting in the fall before ski and skate sale...perhaps is combination with the Open House? Or have an invitation ready to hand out at the open house for the October 10th meeting with childcare and pizza, from 6 -7:30 pm at the school.

Back to School Kick Off –

October 9th, 2013 – international back to school day

School Garden –

Taken care of for now, we have sign ups for all days needed.

Budget

Interest income will stay where it is. Advertising (for what we sell to pay for directory and playbill), no change. There are several advertisers who have not paid their bills... but there always are. Bills have been sent out a couple of times.

Kaiya needed \$2000 for ECO and that is going to come in through restricted funds (we now have an account with \$2600 for ECO)..

Ski and Skate sale line items: consignment expense (the 80% we pay into checks to people), \$128K would stay the same; bank fees expected to stay the same. Other \$275 (sheriff's dept – note that Hunter Security is 1/3 of the price). Supplies should go up to \$500 (QuickBooks upgrade); we should also start to think about working the cost of software programs. CS says it appears there is a way to set up QuickBooks to set a consignment fee. Kay has done all of the credit cards and did all

the set up and we will need to find a replacement for her, so we will need to spend some time on the money collection/sales processing earlier this year. Kaiya will talk to Judy and someone else needs to talk to Bear. Susan Hans also had offered to automate the front end (consignment numbers etc) – Jen Stella will reach out to her.

Other line items:

Babysitting - \$425

Directory - \$275

ECO Program - \$2000

Book Fair always breaks even (proceeds to go to library)

Club expenses \$250 (we did not use all of it this year – we have a request already for \$50 for Iron Chef Junior)

Artist in residence \$3500

Drama \$2000

Garden expenses \$700 (trimmed from \$1000 payment for a few kids who care for it and some supplies)

Instrument rentals \$150

Insurance \$376

Library books \$700 (DCF books)

Miscellaneous \$500 (NECAP snacks, this acct also serves awards won that get processed through here, eg Tom Young's Christmas award)

Office supplies (stamps) \$150

Parent Education \$250

Performing arts (Flynn trips, already booked – Kaiya to check on cost)

Preschool enrichment \$200

Professional fees (accountant, in years passed Jen Tuck) - \$300

School sponsored events (balloons, 6th grade cake, snacks for incoming kindergarten day, etc) drop to \$400

Sixth grade trip \$1000

Student art framing (there may be a potential for art fair to need funds next year – this year was paid for by grants and donations, but next year we could use this money towards the art fair) \$100

Subscriptions/dues/fees – we have not spent any money in this category for the last few yrs \$100, move it to the art fair/framing

Teacher expenses (PTA gives each FTE teacher a stipend of \$150) \$2730

Teacher retirement \$150

Visiting artists \$400

Winter sports program \$10,500

Other capital expenses \$3000 (this was for playground in the past, perhaps we put it towards the Mad River Path Donation)