

Echo Lake Elementary School PTA

# Draft April General Membership Meeting Minutes

4/18/17 6:30 pm

ELES Cafeteria

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**Call to Order 6:05**

**Pledge of Allegiance**

**Welcome & President's Report - Sue Miyashita**

Approval of previous General Membership Minutes

- Discussion of Election of 2017 Officers
  - President - Michele Sherrod
  - 1st VP of Programs - Kate Kirkpatrick
  - 2nd VP of Fundraising - Kris Perini
  - 3rd VP of Volunteers - Ellen Guidry
  - 4th VP of Public Relations - Sara Gulosh
  - Treasurer - Ann Marie Griffith
  - Secretary - Bradi Ertel
- Vote to approve slate - approved
- Saturday 10 -12 Garden Beautification day
- April 23 - Yearbook deadline
- Original Works have arrived - will be processed and returned in the next two weeks
  - 4/25 - last day to order before Mother's Day
- Pizza - Teacher Delivery Nights Monday 5-7:30
  - Must pre-order Sunday!!
  - Teachers competing for prizes
  - 100% of tips coming back to school
  - Paper Orders accept

- Flying Squirrels - 5/19 - Tickets on sale tonight and through flyer coming home this week
  - Due 5/12
  - Chairs were searched for prizes
  - Family received free tickets to squirrels game
- 5th Grade Party Photography winner - Andrea Bush
- 2 ELES DI teams went to States
  - Congratulations to Hipster Bulldogs who are heading to Globals in May
- Thank you to Ann Marie and Mrs. Yonce and all the staff who helped make Family Heritage Night a success!

### **Treasurer's Report - Robin Vickers**

Report given, attached below

### **Principal Report - Mrs. Foust**

- Kindergarten Registration this Thursday
  - Please share with community
  - 8-4, 6-8
  - Bring Kindergartner with you
  - Very important for teacher count for next year
- Volunteer Appreciation week
  - Thank you to all our volunteers
  - Please join us on Friday for a Volunteer Brunch
- Denim Drive the next two weeks
  - Last year ELES received \$1000 for collecting the most Denim
  - Please send in any Denim items to help the SCA and Green Team
- Last Quarter - lots happening at the Lake, thank you for coming

**Adjournment: 6:22 p.m.**

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Minutes Draft until edited and approved at May 16 GM meeting

Created by: Bradi Ertel      4/18/17      6:47 pm

ELES PTA Treasurer's Report:

<https://drive.google.com/file/d/0B16aAtVxlnQFSGhRc3V6MlpnWVNJS1p5eEVhczlNQ0tDWwTz/view?usp=sharing>

07/01/2016 to 04/18/2017 A Membership Income Expenses Year to Date Net Budget  
More/-Less Online Directory - - - -500.00 500.00 PTA Membership, ELES \$2.15  
1,191.10 87.72 1,103.38 882.50 220.88 PTA Membership, VA State \$3.75 2,077.50  
2,077.50 - - - PTA Membr, Henrico Co Cncl \$.10 55.40 60.50 -5.10 -5.60 0.50  
Total 3,324.00 2,225.72 1,098.28 376.90 721.38 B Fundraisers / Other Income  
Income Expenses Year to Date Net Budget More/-Less Box Tops 632.40 33.45  
598.95 1,700.00 -1,101.05 Community Partners - - - 50.00 -50.00 Dolphin Fund  
4,706.00 - 4,706.00 5,900.00 -1,194.00 Family Reading Night - dinner 586.00  
455.90 130.10 100.00 30.10 Flying Squirrels Game - - - 700.00 -700.00 Heart to  
Heart Breakfast 1,935.00 1,244.77 690.23 800.00 -109.77 Original Artworks  
5,679.00 - 5,679.00 2,000.00 3,679.00 Recycling Contract Refund (2016) 275.00  
- 275.00 275.00 - School Supply Kits 438.71 - 438.71 438.71 - Spirit Nights  
1,333.54 - 1,333.54 2,500.00 -1,166.46 Spiritwear 6,718.00 3,299.50 3,418.50  
500.00 2,918.50 Yearbook - - - 2,350.00 -2,350.00 Total 22,303.65 5,033.62  
17,270.03 17,313.71 -43.68 C Services Income Expenses Year to Date Net Budget  
More/-Less Boo Hoo Breakfast (KG welcome) - 28.79 -28.79 -50.00 21.21 Fifth  
Grade Party 856.05 200.00 656.05 - 656.05 Green Team / Garden - 127.94 -127.94  
-250.00 122.06 Hocus Pocus Focus - 104.41 -104.41 -200.00 95.59 KG Magazine -  
462.00 -462.00 -500.00 38.00 One Schl One Read books - - - -2,400.00 2,400.00  
Programs - 2,053.50 -2,053.50 -4,000.00 1,946.50 Pumpkin Palooza - 805.08  
-805.08 -900.00 94.92 Reflections - 185.92 -185.92 -200.00 14.08 Reflex Math /  
Gizmo - - - -811.92 811.92 Scholarships to Henrico Co PTA - 100.00 -100.00  
-100.00 - Stem Lab - - - -750.00 750.00 Teacher Hospitality - 443.58 -443.58  
-1,100.00 656.42 Teacher's Classroom Grants - 3,519.24 -3,519.24 -3,750.00  
230.76 Volunteer Appreciation - - - -150.00 150.00 Watch D.O.G.S. - 230.39  
-230.39 -400.00 169.61 Total 856.05 8,260.85 -7,404.80 -15,561.92 8,157.12 D  
Admin Income Expenses Year to Date Net Budget More/-Less Bank & Paypal 1.26  
210.37 -209.11 -169.00 -40.11 Emergency Funds - - - -500.00 500.00 Liability  
Insurance - 377.00 -377.00 -377.00 - Office Supplies -\$1200 copy fee - - -  
-1,400.22 1,400.22 PTA Banquet - 80.00 -80.00 -100.00 20.00 PTA Website -  
60.00 -60.00 -200.00 140.00 Petty Cash 75.00 75.00 - - - State

Convention/Training - - - -520.00 520.00 Treasurer's Software - 159.00 -159.00  
 -159.00 - Unfinished approved Busns '15-16 - 104.98 -104.98 -104.98 - Page 1  
 of 2 Total 76.26 1,066.35 -990.09 -3,530.20 2,540.11 Summer Start up Fund  
 Income Expenses Year to Date Net Budget More/-Less Boo Hoo Breakfast (Sept  
 '17) - - - -50.00 50.00 Liability Insurance (Aug '17) - - - -377.00 377.00  
 Membership Incentives (Sum '17) - - - -400.00 400.00 Office supplies (Summer  
 '17) - - - -100.00 100.00 Petty Cash (Open House '17) - - - -100.00 100.00  
 Program Deposits (Summer '17) - - - -600.00 600.00 Pumpkin Palooza (half Fall  
 '17) - - - -450.00 450.00 Spiritwear (Aug '17) - - - -550.00 550.00 State  
 Convention (July '17) - - - -144.00 144.00 Teacher Hospitality (Fall '17) - -  
 - -300.00 300.00 Treasurer's Software (Aug '17) - - - -159.00 159.00 Total - -  
 - -3,230.00 3,230.00 Grand Total Income Expenses Year to Date Net Budget  
 More/-Less 26,559.96 16,586.54 9,973.42 -4,631.51 14,604.93 Bank Account  
 Balances 07/01/2016 04/18/2017 Last Reconciled Summary for the Period First  
 Union Checking 4,906.51 14,879.93 01/05/2017 Starting Total 4,906.51 Total  
 4,906.51 14,879.93 Income 26,559.96 Expenses - 16,586.54 9,973.42 Ending Total  
 14,879.93 Review Reconciled Bank Statement Reports along with this Treasurer's  
 Report to ensure its accuracy. Treasurer's Report Submitted by: Name:

----- Signature:

----- Date: -----