

Brentwood PTO Meeting Minutes

2021-09-05 5:30 PM

Location: Brentwood Staff Room

Board Members:

Unfilled, vice president

Tiffany James & Emily Rios, co vice president

Rhianna Helm, treasurer

Sam Brinly, secretary

Attendees: Molly Owens, Laura Ketcham, Emily Rios, Kristina Wi, Tiffany James, Kim Pitts, Rachel Raab, Sam Brinly, Rhianna Help, Alicia Eckman, Esther Staal

Meeting called to order 5:40 pm

1. **Filling position of president**

Tiffany James has agreed to accept the position of President to be voted on at the next general meeting.

2. **Allocate budget for 2021-2022 school year.**

Available funds \$26,271 in our bank account account + \$1,101 in our GiveButter account. Leaving \$2,000 untouchable per the bylaws, we have roughly \$25,372 to work with. Final budget to be distributed by the Treasurer, but some general notes are as follows. Kim motioned to approve the budget as discussed, Rhianna seconded the motion, no objections, motion passed.

- a. Green Folders cut due to short funds this year, and staff has already distributed generic folders.
- b. Taxes/Accounting as long as we don't exceed \$50,000 income (not just profit), taxes are relatively easy and can be done ourselves. Rhianna will discuss further with our accountant. We don't expect to hit this, but need to be cognizant of income generated from book fairs, etc that pass through us even if they aren't typically counted as income.
- c. Book Fair is on hold until a new librarian is hired.
- d. Morning Events are budgeted, but assumed to be on-hold. We are considering doing drive through events and having families go to the park.
- e. After School Clubs, Author Visits are expected to be cancelled, so not budgeted. If they come back we can use discretionary funds.
- f. Movie License is cut. We don't expect to host any movie nights and there's some question on if the district provides this for the school anyway.
- g. 6th Grade Camps & Scholarships are cancelled due to no longer having 6 grade in the building and no longer supporting the temporary 6th grade center.

3. General Meeting Schedule

Our usual 2nd Thursday presented a lot of conflicts this year, so meetings have been moved to the first Thursday of the month, with the first one being Oct 7

4. Volunteers for Picture Day

2 volunteers requested. Emily Rios volunteered for full day, Kristina & Kim to split the other position.

5. Popsicle Social

School would like to host an ice cream/popsicle social event for families the night of Sept 29th from 6-7 at the park. PTO agreed to supply popsicles, Kim to pick them up.