

Meigs PTO Board Meeting Minutes

4/27/2023 5:30pm

Zoom

Call to order: 5:37pm

Present: Diana Hutson, Caity Craddock, Cassandra Jackson, Rachel Roddick, Amy Cesario, Rhonda Bingham, Niki Griffin, Dr. Underwood

President and VP Report (Diana & Rachel)-

Approve meeting minutes from March meeting – Diana motioned, Rhonda Seconded. All vote to approve

Approve last meeting budget report & YTD Budget Report – Diana Motioned, Rachel Seconded, All vote to approve.

Upcoming events (Diana)

What positions are still needed for next year? Vice President, Secretary, Treasurer, Teacher Appreciation Chair, Meigs Mart Assistant. Current board members should try to fill these positions and fill in the chart. Hope to fill these in the next two weeks so that we can vote on a slate at the next PTO meeting.

Nomination for President by current President: Diana nominates Rachel Roddick as President. Rhonda seconds the motion.

New Student Orientation is May 4, 2023 at 5:30pm. Need 5 people for Meigs Mart Sales

Carnival day is May 19, 2023- Shaffer, Miller and England are the staff contacts. Diana is the PTO contact. Already have Kona Ice Truck, RVG and Inflatables reserved. Rachel and Diana to create shopping list. 6 PTO Board Volunteers needed for concessions day of event. Teachers will create sign up genius for their stations. PTO is responsible for concessions only. Email Diana if you're able to help out on that day – there will be two shifts.

Principal and VP Reports (Dr. Underwood)-

Green Thumb Committee Progress – Dr. Underwood met with the committee initially, but not since. No update from that committee. Will have an update at May Meeting.

End of year Updates– So many things happening in May:

TNReady Testing is finished. It was all online, we did two run-throughs and it was successful, no disruptions.

8th grade exams and EOCs in May.

Commencement for 8th graders.

Dr. Underwood updated that he is leaving Meigs, but not retiring from MNPS. He will have another role within MNPS.

Construction is continuing for Band and Strings sections, funded by Music Makes Us. Concrete being poured for outdoor classroom and outdoor eating area.

Communications Chair (Amy): Keep sending Amy any notes on events to be sent out in Meigs Memos, IG, Facebook posts.

VP of Fundraising (Niki): June 14 Sounds game – last fundraiser for this year. Met with City Saver about changes for next year – ready to sell them again next year.

Meigs Mart (Samantha): Ready for New Student Night. We expect busy sales night that night. Samantha will be working on a re order for next year.

Vintage Mart: Not sure if this will be available for New Student Night, but if not, it will be for Meigs 101.

Treasurer's Report (Rhonda): Everything is up to date, things looking good. See Treasurer's Report (attachment).

Old Business: Google Drive participation- Update your events and drop data in drive folder. Include procedures for events, square, passwords, etc. to help with things moving forward.

Next Meeting: TBD

Adjournment: 6:07pm



Meigs PTO Inc.
 Budget: Year to Date
 for the period of 07/01/2022 to 03/31/2023

Account Number	Account Name	Actual	Annual Budget
Income			
Income			
4000	Bookfair Income	\$10,101.32	\$13,000.00
4001	Bookfair Expense	\$-3,433.77	\$-7,000.00
4020	Capital One Rewards	\$680.48	\$750.00
4100	City Saver Income	\$21,210.21	\$24,000.00
4101	City Saver Expense	\$-10,040.95	\$-12,500.00
4300	Invest Income	\$53,034.73	\$45,000.00
4301	Invest Expense	\$0.00	\$-2,000.00
4500	Talent Show Ticket Income	\$816.00	\$2,000.00
4501	Talent Show Expense	\$-1,873.86	\$-1,500.00
4810	Grocery/Amazon Rebates Income	\$2,396.93	\$1,100.00
4820	Interest Income - Money Mkt Sav	\$4.68	\$6.00
4850	Meigs Mart Income	\$6,639.67	\$20,000.00
4851	Meigs Mart Expense	\$-6,986.80	\$-18,500.00
4860	Concessions (VB & BB) Income	\$3,271.45	\$3,700.00
4861	Concessions (VB & BB) Expense	\$-2,613.16	\$-1,900.00
4870	Positive Behavior/Carnival - Income	\$2,150.40	\$5,850.00
4871	Positive Behavior/Carnival - Rewards Exp	\$-183.81	\$-4,038.00
4880	Restaurant/Ticket Income	\$2,597.34	\$3,000.00
Total Income		\$77,770.86	\$70,968.00
Total Income		\$77,770.86	\$70,968.00
Expense			
Expense			
6000	Drama	\$1,254.20	\$1,200.00
6010	Art Supplies /General Art	\$1,848.67	\$1,775.00
6030	Fifth Grade Orientation	\$82.45	\$400.00
6050	Instructional Materials/Teacher Subscriptions	\$7,599.79	\$11,405.00
6080	Music - Band	\$5,985.00	\$5,985.00
6090	Music - Strings	\$4,500.00	\$4,500.00
6100	Physical Education	\$288.99	\$290.00
6130	Teacher Professional Developmt	\$3,029.67	\$4,460.00
6140	Teacher Supplies/Subscriptions	\$2,985.00	\$3,000.00
6200	Meigs Sanctioned Athletics	\$3,000.00	\$3,000.00
6250	Student Incentives	\$1,201.17	\$1,240.00
6263	Bank Fees	\$10.00	\$3,000.00
6310	EVRITS Online Directory	\$3,200.00	\$3,200.00
6320	Facilities - Landscaping	\$0.00	\$2,500.00
6340	Facilities - Other	\$0.00	\$500.00
6350	PTO Op - Hospitality	\$4,183.31	\$5,300.00
6355	Teacher Appreciation Week	\$0.00	\$1,350.00

Account Number	Account Name	Actual	Annual Budget
6360	PTO Op- PTO Admin	\$3,000.87	\$3,000.00
6390	Security	\$0.00	\$500.00
6501	Tech - Lab Computers	\$8,701.64	\$9,850.00
6510	Tech - Comp Repairs & Maintenance	\$178.52	\$300.00
6700	Meigs Spirit Community Funds	\$0.00	\$2,500.00
7000	Strategic Plan Fund	\$3,501.42	\$1,713.00
Total Expense		<hr/> \$54,550.70	<hr/> \$70,968.00
Total Expense		<hr/> \$54,550.70	<hr/> \$70,968.00
Total		<hr/> <hr/> \$23,220.16	<hr/> <hr/> \$0.00