# Canyon Rim PTA General Meeting Minutes (Approved) <br> <br> May 4, 2023 <br> <br> May 4, 2023 <br> <br> 5:30 PM 

 <br> <br> 5:30 PM}
I. Call to Order @ 5:30 p.m.
II. Introductions / Sign In Sheet
a. In attendance: Steven Weigley, Sarah Weigley, Carrie Alarie, Chris Stratton, Lana Murphy, Jai Pester, Jackie Galloway, Anna Combe, Nick Controne, Joe Lopat, Jeremy Crawford, Monica Garza, Sarah Stratton, Derek Serrano, Curtis Fletcher, Hayley Powell, Cecilia Campos, Bonni Beveridge
III. Call to Administration
a. Announcements
b. Meetings with Principal Recap
IV. Call to Teachers - Open Forum
a. Request to provide breakfast or lunch on Friday, May 26 during the teacher's final meeting.
V. Call to Members - Open Forum
a. School will send out text or email messages when a lockdown drill is taking place during the school day.
VI. Review and Approval Meeting Minutes
a. March 30, 2023 Meeting
i. Motion to approve March 30, 2023 meeting minutes by Bonni Beveridge. Motion passes unanimously.
VII. Review Financial Statements (Chris)
a. March 2023
b. April 2023
i. Motion to approve March and April 2023 financial statement by Chris Stratton. Motion passes unanimously.
c. School Requests
i. Motion to approve school request in the amount of $\$ 1,250.00$ by Jai Pester. Motion passes unanimously.
VIII. General Information
a. None
IX. Discussion Topics
a. Roundtable

# Canyon Rim PTA <br> General Meeting Minutes (continued) (Approved) <br> May 4, 2023 <br> 5:30 PM 

X. PTA Business
a. T-Shirts for next year
i. Design Approvals-Bring designs to the June meeting
ii. Sell vs. Give

- Decision-Give shirts away again
b. PTA Convention - June $9^{\text {th }}$ and $10^{\text {th }}$
i. Motion to approve Anna Combe as Delegate for PTA Convention as VP of Public Relations by Steven Weigley. Motion passes.
ii. Motion to approve Lana Murphy as Delegate for PTA Convention as Assistant Treasurer by Steven Weigley. Motion passes.
iii. Reimbursable Costs-we will cover hotel costs (up to 3 nights) for each person attending. If there is enough money left in the budget, we can cover gas costs as well.
c. VNET Expo - 08/13/2022-2 board members must attend
d. Transitioning of Officers
i. Setup time before end of year with incoming officer
ii. Documentation needed
e. New Bank Account Signers
i. Motion to remove Steven Weigley from Bank Account by Steven Weigley. Motion passes.
ii. Motion to remove Liz Luedtke from Bank Account by Steven Weigley. Motion passes.
iii. Motion to add Jackie Galloway to Bank Account by Steven Weigley. Motion passes.
iv. Motion to add Curtis Fletcher to Bank Account by Steven Weigley. Motion passes.
v. Motion to add Anna Combe to Bank Account by Steven Weigley. Motion passes.
f. Roundtable
XI. Committee Reports
a. Publicity (Hayley)
b. Membership (Jai)
c. Fundraising (Liz)
d. Hospitality (Jackie)
e. Event Manager (Sarah)—Event checklists and list of contacts have been sent to the President.
XII. Upcoming Events
a. Teacher Appreciation - 05/08/2023 thru 05/12/2023 (Jackie)
b. Kona Ice Day - 05/17/2023 (Lana and Anna)
c. Peter Piper Pizza Yearbook Signing Party FNO - 05/19/2022 (Liz and Steven)


# Canyon Rim PTA <br> General Meeting Minutes (continued) (Approved) May 4, 2023 5:30 PM 

## XIII. Review Past Month Events

a. Cougarnival - 04/14/2023 (Steven)
i. Total Expenses $=\$ 15,259.12$
ii. Total Revenue = \$14,015.11
iii. Net Profit/(Loss) $=(\$ 1,244.01)$
iv. Lessons Learned

- 3 Tier payment worked really well-continue next year!
- Have a description of what is inside the baskets next to each basket. Make sure that people running the basket station know how to adjust the prices if needed.
- Gift cards were a big seller-keep them separate, because people are willing to pay almost the full value for gift cards
- Give grade levels suggestions of what sells well for the grade level baskets-choose 8-10 top selling items. Grade levels can sign up for one of the themes, and then send out a sign up genius of specific items to have parents donate for their baskets.
- Don't have grade levels build their own basket next year!
- We need to have two food vendors next year-the lines for food were too long.
- Start 50/50 raffle and silent auction a week early.
- Next year-end the 50/50 raffle a half hour before the silent auction ends to alleviate some of the chaos
- The DJ could not be heard past the basket and vender areas. We could rent speakers and play music from a playlist instead of a DJ next year?
b. Farmer Bros and Batch - (Liz)
i. Batch = \$65
XIV. Summer Meeting Dates and Times
a. Calendar Meeting—June 15th @ 5:30—tentatively at Red Lobster
b. Pre-Budget Meeting -July 6 @ 4:00 p.m.
c. July 19th @ 5:30 p.m.
XV. Adjournment @ 7:24 p.m.


## PTA School Requests

## Meeting: May 4, 2023

| Item Requested | How it will Impact Staff, Students and Families? | Amount Requested | Not to Exceed? | Includes <br> Tax | Includes Shipping | Approved By Administration | Pay by <br> School | Pay by PTA | PTA Budget Line Item | Approved By PTA |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| TOUCH CHAT App purchase | This is an app I would use with preschoolers that don't have expressive language in both of my preschool classrooms here at Canyon. It is awesome!! and is so good for the kids that don't have an aac device or can't qualify for one. I would put it on my DONORS CHOOSE iPad that I received so it will stay in the district. | \$ 350.00 | x | Yes | N/A | Yes | No | Yes | Requests - Technology | Yes |
| End of Year Staff Party Funds | This is a time for staff members to celebrate the end of the school year, mark an excellent job on completing testing and to spend time as a team away from school. | \$ 500.00 | x | N/A | N/A | Yes | No | Yes | Staff Recognition | Yes |
| End of Year Staff Happy Hour | This is a time for staff members to celebrate the end of the school year and celebrate retiring staff members away from school. | \$ 400.00 | x | N/A | N/A | Yes | No | Yes | Staff Recognition | Yes |

\$ 1,250.00

| $\$$ | 900.00 | Staff Recognition |
| :--- | :--- | :--- |
| $\$$ | 350.00 | Requests - Technology |

## Canyon Rim PTA FY 2022

Treasurer's Report
07/01/2022-03/31/2023

| Administration | Income | Expenses | Year to Date | Net Budget | More/-Less |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Accounting Software | - | \$179.00 | -\$179.00 | -\$250.00 | \$71.00 |
| Annual Audit / Financial Review | - | \$380.00 | -\$380.00 | -\$400.00 | \$20.00 |
| Bank Charges | \$5.75 | \$20.75 | -\$15.00 | - | -\$15.00 |
| Banners | - | \$291.08 | -\$291.08 | -\$1,500.00 | \$1,208.92 |
| Carryover From Previous Year | - | - | - | \$36,000.00 | -\$36,000.00 |
| Electronic Transaction Fees | - | \$5.00 | -\$5.00 | -\$200.00 | \$195.00 |
| Gifts / Donations | \$2,237.20 | - | \$2,237.20 |  | \$2,237.20 |
| Insurance | - | - | - | -\$165.00 | \$165.00 |
| Meeting Expenses | - | \$448.69 | -\$448.69 | -\$1,000.00 | \$551.31 |
| Membership Dues 2022-2023 | \$8,762.80 | \$841.50 | \$7,921.30 | \$2,750.00 | \$5,171.30 |
| Membership Dues 2023-2024 | \$30.00 | - | \$30.00 | \$250.00 | -\$220.00 |
| Membership Incentives | - | - | - | -\$1,000.00 | \$1,000.00 |
| Office Supplies (PTA Only) | - | \$349.87 | -\$349.87 | -\$350.00 | \$0.13 |
| Pantry Items | - | \$95.98 | -\$95.98 | -\$300.00 | \$204.02 |
| Petty Cash | \$930.00 | \$930.00 |  |  |  |
| Postage / Shipping | - | - | - | - |  |
| President Discretionary | - | - | - | - |  |
| Printing | - | \$777.96 | -\$777.96 | -\$1,000.00 | \$222.04 |
| Sign Up Genius | - | - | - | - |  |
| State Conference / Training | - | \$766.56 | -\$766.56 | -\$2,750.00 | \$1,983.44 |
| Transaction Error / Pass Through | \$219.23 | \$219.23 | - | - |  |
| Tax Preparation | - | - | - | - |  |
| Website | - | \$720.11 | -\$720.11 | -\$200.00 | -\$520.11 |
| Administration Totals | \$12,184.98 | -\$6,025.73 | \$6,159.25 | \$29,885.00 | -\$23,725.75 |
| Events | Income | Expenses | Year to Date | Net Budget | More/-Less |
| Bingo Night | - | - | - | - |  |
| Carnival | \$920.00 | \$7,178.62 | -\$6,258.62 | - | -\$6,258.62 |
| Donuts With Your Favorite Guy | \$1,426.00 | \$569.73 | \$856.27 | \$600.00 | \$256.27 |
| Family Movie Night | - | - | - | - |  |
| Grandparents Breakfast | \$1,337.00 | \$1,724.08 | -\$387.08 | \$600.00 | -\$987.08 |
| Muffins With Your Favorite Gal | \$1,233.90 | \$787.78 | \$446.12 | \$600.00 | -\$153.88 |
| Teach or Treat | - | \$2,922.22 | -\$2,922.22 | -\$2,500.00 | -\$422.22 |
| Ultimate Family Fun Night | - | \$1,701.42 | -\$1,701.42 | -\$2,000.00 | \$298.58 |
| Events Totals | \$4,916.90 | -\$14,883.85 | -\$9,966.95 | -\$2,700.00 | -\$7,266.95 |
| Fundraising | Income | Expenses | Year to Date | Net Budget | More/-Less |
| Boosterthon | \$58,167.20 | \$23,706.21 | \$34,460.99 | \$20,000.00 | \$14,460.99 |
| Box Tops | \$153.10 | - | \$153.10 | - | \$153.10 |
| Butterbraids | \$8,880.00 | \$3,780.42 | \$5,099.58 | \$3,900.00 | \$1,199.58 |


| Fundraising | Income | Expenses | Year to Date | Net Budget | More/-Less |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Cookie Dough | \$12,558.00 | \$6,099.93 | \$6,458.07 | \$6,000.00 | \$458.07 |
| FNO - Bahama Bucks | \$208.91 | - | \$208.91 | \$50.00 | \$158.91 |
| FNO-Chipotle | \$278.09 | - | \$278.09 | \$250.00 | \$28.09 |
| FNO - Crumbl | - | - | - | \$50.00 | -\$50.00 |
| FNO - Culvers | \$250.00 | - | \$250.00 | \$250.00 | - |
| FNO - MOD Pizza | - | - | - | \$150.00 | -\$150.00 |
| FNO - Peter Piper Pizza | \$815.17 | - | \$815.17 | \$600.00 | \$215.17 |
| FNO - Quick Quack Car Wash | \$72.98 | - | \$72.98 | \$100.00 | -\$27.02 |
| FNO - Raising Canes | \$270.00 | - | \$270.00 | \$200.00 | \$70.00 |
| FNO-Sonic | \$105.09 | - | \$105.09 | \$100.00 | \$5.09 |
| Kona Days | \$2,350.00 | - | \$2,350.00 | \$2,700.00 | -\$350.00 |
| Rewards Programs | \$3,263.55 | - | \$3,263.55 | \$1,250.00 | \$2,013.55 |
| Fundraising Totals | \$87,372.09 | -\$33,586.56 | \$53,785.53 | \$35,600.00 | \$18,185.53 |
| Sales | Income | Expenses | Year to Date | Net Budget | More/-Less |
| Bricks | - | - | - | \$70.00 | -\$70.00 |
| Miscellaneous | - | - | - | - | - |
| Pogo Pass | \$30.00 | - | \$30.00 | - | \$30.00 |
| Spirit Store | \$1,962.70 | \$1,791.94 | \$170.76 | \$75.00 | \$95.76 |
| T-Shirts | \$13.00 | \$9,779.73 | -\$9,766.73 | -\$8,000.00 | -\$1,766.73 |
| Vending | \$1,152.50 | \$30.95 | \$1,121.55 | \$1,250.00 | -\$128.45 |
| Yearbooks | \$2,250.00 | - | \$2,250.00 | \$2,000.00 | \$250.00 |
| Sales Totals | \$5,408.20 | -\$11,602.62 | -\$6,194.42 | -\$4,605.00 | -\$1,589.42 |
| School Gifts | Income | Expenses | Year to Date | Net Budget | More/-Less |
| Agendas | - | \$1,145.60 | -\$1,145.60 | - | -\$1,145.60 |
| AR / Renaissance | - | \$4,075.87 | -\$4,075.87 | -\$4,250.00 | \$174.13 |
| Art Masterpiece | - | - | - | -\$500.00 | \$500.00 |
| Author Visits | - | \$1,260.42 | -\$1,260.42 | -\$1,000.00 | -\$260.42 |
| Career Day | - | \$202.44 | -\$202.44 | -\$250.00 | \$47.56 |
| Club Shirts | \$220.00 | \$1,098.37 | -\$878.37 | -\$1,000.00 | \$121.63 |
| Education / Training | - | - | - | - | - |
| Family In Need Fund | - | \$354.38 | -\$354.38 | -\$500.00 | \$145.62 |
| Field Days | - | \$165.00 | -\$165.00 | -\$2,000.00 | \$1,835.00 |
| Field Trips - 1st Grade | - | - | - | - | - |
| Field Trips - 2nd Grade | - | - | - | - | - |
| Field Trips - 3rd Grade | - | - | - | - | - |
| Field Trips - 4th Grade | - | - | - | - | - |
| Field Trips - 5th Grade | - | - | - | - | - |
| Field Trips - 6th Grade | - | - | - | - | - |
| Field Trips - Kindergarten | - | - | - | - | - |
| Field Trips - Pre School | - | - | - | -\$400.00 | \$400.00 |
| Field Trips - SPICE | - | - | - | -\$400.00 | \$400.00 |
| Hospitality - Holiday Gifts | - | \$2,999.04 | -\$2,999.04 | -\$2,000.00 | -\$999.04 |



Submitted by:
Name: $\qquad$ Signature $\qquad$ Date: $\qquad$

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07/01/2022-04/30/2023

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| Annual Audit / Financial Review | - | \$380.00 | -\$380.00 | -\$400.00 | \$20.00 |
| Bank Charges | \$5.75 | \$20.75 | -\$15.00 | - | -\$15.00 |
| Banners | - | \$291.08 | -\$291.08 | -\$1,500.00 | \$1,208.92 |
| Carryover From Previous Year | - | - | - | \$36,000.00 | -\$36,000.00 |
| Electronic Transaction Fees | - | \$5.00 | -\$5.00 | -\$200.00 | \$195.00 |
| Gifts / Donations | \$2,287.20 | - | \$2,287.20 |  | \$2,287.20 |
| Insurance | - | - | - | -\$165.00 | \$165.00 |
| Meeting Expenses | - | \$628.57 | -\$628.57 | -\$1,000.00 | \$371.43 |
| Membership Dues 2022-2023 | \$8,762.80 | \$841.50 | \$7,921.30 | \$2,750.00 | \$5,171.30 |
| Membership Dues 2023-2024 | \$30.00 | - | \$30.00 | \$250.00 | -\$220.00 |
| Membership Incentives | - | - | - | -\$1,000.00 | \$1,000.00 |
| Office Supplies (PTA Only) | - | \$349.87 | -\$349.87 | -\$350.00 | \$0.13 |
| Pantry Items | - | \$95.98 | -\$95.98 | -\$300.00 | \$204.02 |
| Petty Cash | \$2,130.00 | \$2,130.00 | - |  |  |
| Postage / Shipping | - | - | - |  |  |
| President Discretionary | - | - | - | - |  |
| Printing | - | \$777.96 | -\$777.96 | -\$1,000.00 | \$222.04 |
| Sign Up Genius | - | - | - |  |  |
| State Conference / Training | - | \$766.56 | -\$766.56 | -\$2,750.00 | \$1,983.44 |
| Transaction Error / Pass Through | \$219.23 | \$219.23 | - | - |  |
| Tax Preparation | - | - | - | - |  |
| Website | - | \$720.11 | -\$720.11 | -\$200.00 | -\$520.11 |
| Administration Totals | \$13,434.98 | -\$7,405.61 | \$6,029.37 | \$29,885.00 | -\$23,855.63 |
| Events | Income | Expenses | Year to Date | Net Budget | More/-Less |
| Bingo Night | - | - | - | - |  |
| Carnival | \$14,064.01 | \$15,099.68 | -\$1,035.67 | - | -\$1,035.67 |
| Donuts With Your Favorite Guy | \$1,426.00 | \$569.73 | \$856.27 | \$600.00 | \$256.27 |
| Family Movie Night | - | - | - | - |  |
| Grandparents Breakfast | \$1,337.00 | \$1,724.08 | -\$387.08 | \$600.00 | -\$987.08 |
| Muffins With Your Favorite Gal | \$1,233.90 | \$787.78 | \$446.12 | \$600.00 | -\$153.88 |
| Teach or Treat | - | \$2,922.22 | -\$2,922.22 | -\$2,500.00 | -\$422.22 |
| Ultimate Family Fun Night | - | \$1,701.42 | -\$1,701.42 | -\$2,000.00 | \$298.58 |
| Events Totals | \$18,060.91 | -\$22,804.91 | -\$4,744.00 | -\$2,700.00 | -\$2,044.00 |
| Fundraising | Income | Expenses | Year to Date | Net Budget | More/-Less |
| Boosterthon | \$58,167.20 | \$23,706.21 | \$34,460.99 | \$20,000.00 | \$14,460.99 |
| Box Tops | \$153.10 | - | \$153.10 | - | \$153.10 |
| Butterbraids | \$8,880.00 | \$3,780.42 | \$5,099.58 | \$3,900.00 | \$1,199.58 |


| Fundraising | Income | Expenses | Year to Date | Net Budget | More/-Less |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Cookie Dough | \$12,558.00 | \$6,099.93 | \$6,458.07 | \$6,000.00 | \$458.07 |
| FNO - Bahama Bucks | \$208.91 | - | \$208.91 | \$50.00 | \$158.91 |
| FNO - Chipotle | \$278.09 | - | \$278.09 | \$250.00 | \$28.09 |
| FNO - Crumbl | - | - | - | \$50.00 | -\$50.00 |
| FNO - Culvers | \$250.00 | - | \$250.00 | \$250.00 | - |
| FNO - MOD Pizza | - | - | - | \$150.00 | -\$150.00 |
| FNO - Peter Piper Pizza | \$815.17 | - | \$815.17 | \$600.00 | \$215.17 |
| FNO - Quick Quack Car Wash | \$72.98 | - | \$72.98 | \$100.00 | -\$27.02 |
| FNO - Raising Canes | \$270.00 | - | \$270.00 | \$200.00 | \$70.00 |
| FNO-Sonic | \$105.09 | - | \$105.09 | \$100.00 | \$5.09 |
| Kona Days | \$2,950.00 | - | \$2,950.00 | \$2,700.00 | \$250.00 |
| Rewards Programs | \$3,825.36 | - | \$3,825.36 | \$1,250.00 | \$2,575.36 |
| Fundraising Totals | \$88,533.90 | -\$33,586.56 | \$54,947.34 | \$35,600.00 | \$19,347.34 |
| Sales | Income | Expenses | Year to Date | Net Budget | More/-Less |
| Bricks | - | \$53.00 | -\$53.00 | \$70.00 | -\$123.00 |
| Miscellaneous | - | - | - | - | - |
| Pogo Pass | \$65.00 | - | \$65.00 | - | \$65.00 |
| Spirit Store | \$1,973.72 | \$1,791.94 | \$181.78 | \$75.00 | \$106.78 |
| T-Shirts | \$13.00 | \$9,779.73 | -\$9,766.73 | -\$8,000.00 | -\$1,766.73 |
| Vending | \$1,337.00 | \$30.95 | \$1,306.05 | \$1,250.00 | \$56.05 |
| Yearbooks | \$2,330.00 | - | \$2,330.00 | \$2,000.00 | \$330.00 |
| Sales Totals | \$5,718.72 | -\$11,655.62 | -\$5,936.90 | -\$4,605.00 | -\$1,331.90 |
| School Gifts | Income | Expenses | Year to Date | Net Budget | More/-Less |
| Agendas | - | \$1,145.60 | -\$1,145.60 | - | -\$1,145.60 |
| AR / Renaissance | - | \$4,075.87 | -\$4,075.87 | -\$4,250.00 | \$174.13 |
| Art Masterpiece | - | - | - | -\$500.00 | \$500.00 |
| Author Visits | - | \$1,260.42 | -\$1,260.42 | -\$1,000.00 | -\$260.42 |
| Career Day | - | \$202.44 | -\$202.44 | -\$250.00 | \$47.56 |
| Club Shirts | \$220.00 | \$1,098.37 | -\$878.37 | -\$1,000.00 | \$121.63 |
| Education / Training | - | - | - | - | - |
| Family In Need Fund | - | \$354.38 | -\$354.38 | -\$500.00 | \$145.62 |
| Field Days | - | \$1,716.64 | -\$1,716.64 | -\$2,000.00 | \$283.36 |
| Field Trips - 1st Grade | - | - | - | - | - |
| Field Trips - 2nd Grade | - | - | - | - | - |
| Field Trips - 3rd Grade | - | - | - | - | - |
| Field Trips - 4th Grade | - | - | - | - | - |
| Field Trips - 5th Grade | - | - | - | - | - |
| Field Trips - 6th Grade | - | - | - | - | - |
| Field Trips - Kindergarten | - | - | - | - | - |
| Field Trips - Pre School | - | - | - | -\$400.00 | \$400.00 |
| Field Trips - SPICE | - | - | - | -\$400.00 | \$400.00 |
| Hospitality - Holiday Gifts | - | \$2,999.04 | -\$2,999.04 | -\$2,000.00 | -\$999.04 |



Submitted by:
Name: Signature: $\qquad$ Date: $\qquad$

