

Canyon Rim PTA

General Meeting Minutes (Approved)

December 9, 2021

5:30 PM

- I. Call to Order @ 5:30 PM
- II. Introductions / Sign In Sheet
 - a. In attendance: Steven Weigley, Cecilia Campos, Jeremy Crawford, Wendi Howe, Joseph Lopat, Sarah Weigley, Jackie Galloway, Jeanine Thomas, Tamara Earl, Chris Stratton, Lana Murphy, Maria Tefft and Nikki Little
- III. Call to Administration
 - a. Announcements
 - i. Thank you to PTA for everything they do for the Staff and Students.
 - b. School Requests
 - i. None
 - c. Meetings with Principal Recap
- IV. Call to Teachers – Open Forum
- V. Call to Members – Open Forum
- VI. Student Council Update
- VII. Review and Approval Meeting Minutes
 - a. November 4, 2021 Meeting
 - i. Motion to approve November 4, 2021 meeting minutes by Jeremy Crawford. Motion passes unanimously.
- VIII. Review Financial Statements (*Wendi*)
 - a. November 2021
 - i. Motion to approve November 2021 financial statement by Chris Stratton. Motion passes unanimously.
- IX. General Information
 - a. Spreadsheet for Cougarnival Baskets
 - i. Create by Nikki Little
 - ii. To be updated as we speak to businesses
 - b. Resignation of PTA Secretary
 - i. Tamara Earl resigned her position.
 - ii. Vote held for Secretary position
 - Ballots collected and counted.
 - Sarah Stratton selected as new Canyon Rim PTA Secretary for the rest of school year 2021-2022.
 - c. Purchased 260 (\$1,500 worth) of Cougar of the Month Shirts to replenish stock.
- X. Discussion Topics
 - a. Roundtable
 - i. None

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General Meeting Minutes (continued) (Approved)

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- XI. Upcoming Events
 - a. Donuts With Your Favorite Guy – 12/10/2021 (*Wendi*)
 - i. Donuts – Jackie
 - ii. Coffee – Wendi
 - iii. Drinks Ordered on 11/30/2021
 - b. MOD Pizza and Crumble Family Night Out – 12/15/2021 (*Cecilia*)
 - c. Geno's Family Night Out – 01/12/2022 (*Cecilia*)
- XII. Review Past Month Events
 - a. Care Collection For Troops – 11/08/2021 – 11/12/2021 (*Steven*)
 - i. Sent 14 boxes of items and lots of letters!
 - b. Panda Express Family Night Out – 11/16/2021 (*Cecilia*)
 - i. Net Profit = \$155.80
 - c. Smoothie Day – 11/17/2021 – (*Steven*)
 - i. Sold 492
 - ii. Net Profit = \$473.30
- XIII. PTA Business
 - a. Email Changes and New Costing Structure
 - i. GoDaddy is the most cost-effective option over Google at this time.
 - ii. We can remove the following accounts to save money as they are not needed:
 - bricks@canyonrimpta.org
 - carnival@canyonrimpta.org
 - choir@canyonrimpta.org
 - downloads@canyonrimpta.org
 - nomination@canyonrimpta.org
 - paypal@canyonrimpta.org
 - requests@canyonrimpta.org
 - yearbook@canyonrimpta.org
 - Roundtable
- XIV. Committee Reports
 - a. Publicity (*Sarah*)
 - i. Calendar Updates Made
 - b. Membership (*Jeremy*)
 - i. 2 new members, 1 new business membership
 - c. Fundraising (*Cecilia*)
 - i. Sold 7 Pogo Passes
 - d. Hospitality (*Jackie*)
 - i. Working on items for Staff Treat Bar and Staff Gifts for Holidays
 - e. Cougarnival Update (*Steven*)
 - i. Lots to do in January – Full meeting to follow PTA meeting
- XV. Meeting Dates and Times
 - a. January Meeting – 01/13/2022 @ 5:30 PM @ Native Grill and Wings
- XVI. Adjournment @ 6:55 PM

Canyon Rim PTA FY 2021

Treasurer's Report

07/01/2021 - 11/30/2021

Administration	Income	Expenses	Year to Date	Net Budget	More/-Less
Accounting Software	-	\$159.45	-\$159.45	-\$160.00	\$0.55
Annual Audit / Financial Review	-	\$320.00	-\$320.00	-\$400.00	\$80.00
Bank Charges	-	\$225.00	-\$225.00	-	-\$225.00
Banners	-	\$905.97	-\$905.97	-\$1,000.00	\$94.03
Carryover From Previous Year	-	-	-	\$23,000.00	-\$23,000.00
Credit Card Transaction Charges	-	-	-	-\$200.00	\$200.00
Gifts / Donations	\$1,707.93	-	\$1,707.93	-	\$1,707.93
Insurance	-	-	-	-\$165.00	\$165.00
Membership Dues 2021-2022	\$3,592.50	\$852.00	\$2,740.50	\$1,900.00	\$840.50
Membership Dues 2022-2023	-	-	-	-	-
Membership Incentives	-	\$580.87	-\$580.87	-\$500.00	-\$80.87
Office Supplies (PTA Only)	-	\$94.39	-\$94.39	-\$200.00	\$105.61
Pantry Items	-	\$214.14	-\$214.14	-\$600.00	\$385.86
Petty Cash	\$780.00	\$780.00	-	-	-
Postage / Shipping	-	-	-	-\$100.00	\$100.00
President Discretionary	-	-	-	-	-
Sign Up Genius	-	-	-	-\$110.00	\$110.00
State Conference / Training	-	-	-	-\$2,000.00	\$2,000.00
Transaction Error / Pass Through	\$514.68	-	\$514.68	-	\$514.68
Website	-	\$105.85	-\$105.85	-\$100.00	-\$5.85
Pay Pal Fees	-	\$66.48	-\$66.48	-	-\$66.48
Administration Totals	\$6,595.11	-\$4,304.15	\$2,290.96	\$19,365.00	-\$17,074.04
Events	Income	Expenses	Year to Date	Net Budget	More/-Less
Bingo Night	-	-	-	-	-
Carnival	-	\$492.00	-\$492.00	-\$2,000.00	\$1,508.00
Donuts With Your Favorite Guy	-	-	-	\$400.00	-\$400.00
Family Movie Night	-	-	-	-	-
Grandparents Breakfast	\$1,403.00	\$751.88	\$651.12	\$400.00	\$251.12
Muffins With Your Favorite Gal	-	-	-	\$400.00	-\$400.00
Teach or Treat	-	\$1,333.48	-\$1,333.48	-\$1,000.00	-\$333.48
Ultimate Family Fun Night	-	\$1,358.92	-\$1,358.92	-\$1,300.00	-\$58.92
Events Totals	\$1,403.00	-\$3,936.28	-\$2,533.28	-\$3,100.00	\$566.72

Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Boosterthon	-	-	-	\$17,500.00	-\$17,500.00
Box Tops	-	-	-	-	-
Butterbraids	\$8,513.00	\$3,628.50	\$4,884.50	\$3,500.00	\$1,384.50
Cookie Dough	\$14,438.00	\$6,659.00	\$7,779.00	\$5,000.00	\$2,779.00
FNO - Bahama Bucks	-	-	-	\$100.00	-\$100.00
FNO - Chick-fil-A	-	-	-	\$300.00	-\$300.00
FNO - Chipotle	-	-	-	\$500.00	-\$500.00
FNO - Crumbl	-	-	-	\$200.00	-\$200.00
FNO - Culvers	\$300.00	-	\$300.00	\$300.00	-
FNO - Dairy Queen	-	-	-	-	-
FNO - MOD Pizza	-	-	-	\$150.00	-\$150.00
FNO - Panda Express	-	-	-	\$100.00	-\$100.00
FNO - Peter Piper Pizza	\$347.84	-	\$347.84	\$700.00	-\$352.16
FNO - Rubios	\$436.28	-	\$436.28	\$150.00	\$286.28
FNO - Someburros	-	-	-	\$50.00	-\$50.00
FNO - Venezias	-	-	-	\$50.00	-\$50.00
Harkins Summer Movie	-	-	-	-	-
Rewards Programs	\$639.87	-	\$639.87	\$1,800.00	-\$1,160.13
Smoothie Day	\$5,982.50	\$4,082.00	\$1,900.50	\$2,000.00	-\$99.50
Sunshine Acres Clothing Drive	-	-	-	-	-
Fundraising Totals	\$30,657.49	-\$14,369.50	\$16,287.99	\$32,400.00	-\$16,112.01
Sales	Income	Expenses	Year to Date	Net Budget	More/-Less
Bricks	-	-	-	\$70.00	-\$70.00
Masks	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Pogo Pass	-	-	-	-	-
T-Shirts	\$137.00	\$807.41	-\$670.41	-\$5,000.00	\$4,329.59
Vending	\$1,577.75	\$1,191.49	\$386.26	\$2,500.00	-\$2,113.74
Yearbooks	\$2,145.00	-	\$2,145.00	\$1,100.00	\$1,045.00
Sales Totals	\$3,859.75	-\$1,998.90	\$1,860.85	-\$1,330.00	\$3,190.85
School Gifts	Income	Expenses	Year to Date	Net Budget	More/-Less
Agendas	\$936.83	\$965.48	-\$28.65	-	-\$28.65
AR / Renaissance	-	-	-	-\$5,000.00	\$5,000.00
Art Masterpiece	-	-	-	-\$400.00	\$400.00
Author Visits	-	-	-	-\$1,000.00	\$1,000.00
Career Day	-	-	-	-\$250.00	\$250.00
Club Shirts	-	-	-	-\$1,000.00	\$1,000.00
School Gifts Totals	\$936.83	-\$22,521.85	-\$21,585.02	-\$47,335.00	\$25,749.98

School Gifts	Income	Expenses	Year to Date	Net Budget	More/-Less
Education / Training	-	-	-	-\$1,000.00	\$1,000.00
Family In Need Fund	-	-	-	-\$500.00	\$500.00
Field Days	-	-	-	-\$1,000.00	\$1,000.00
Field Trips - 1st Grade	-	-	-	-\$200.00	\$200.00
Field Trips - 2nd Grade	-	-	-	-\$200.00	\$200.00
Field Trips - 3rd Grade	-	-	-	-\$200.00	\$200.00
Field Trips - 4th Grade	-	-	-	-\$200.00	\$200.00
Field Trips - 5th Grade	-	-	-	-\$200.00	\$200.00
Field Trips - 6th Grade	-	-	-	-\$200.00	\$200.00
Field Trips - Kindergarten	-	-	-	-\$200.00	\$200.00
Field Trips - Pre School	-	-	-	-\$200.00	\$200.00
Field Trips - SPICE	-	-	-	-\$400.00	\$400.00
Hospitality - Holiday Gifts	-	-	-	-\$2,500.00	\$2,500.00
Hospitality - Staff Meals	-	\$1,096.58	-\$1,096.58	-\$2,000.00	\$903.42
Hospitality - Staff Members of the Year	-	-	-	-\$250.00	\$250.00
Hospitality - Teacher/Staff Appreciation Week	-	-	-	-\$1,500.00	\$1,500.00
Oratorical Contest	-	-	-	-	-
Requests - Curriculum	-	-	-	-	-
Requests - General	-	\$9,988.87	-\$9,988.87	-\$12,085.00	\$2,096.13
Requests - Technology	-	-	-	-	-
School Beautification	-	\$5,783.24	-\$5,783.24	-\$7,000.00	\$1,216.76
Science Fair / STEAM Night	-	-	-	-\$1,250.00	\$1,250.00
Spelling Bee	-	-	-	-\$300.00	\$300.00
Staff Recognition	-	\$366.91	-\$366.91	-\$1,000.00	\$633.09
Student Recognition	-	\$310.00	-\$310.00	-\$2,000.00	\$1,690.00
Supplemental Items - 1st Grade	-	\$373.82	-\$373.82	-\$300.00	-\$73.82
Supplemental Items - 2nd Grade	-	-	-	-\$300.00	\$300.00
Supplemental Items - 3rd Grade	-	-	-	-\$300.00	\$300.00
Supplemental Items - 4th Grade	-	\$886.95	-\$886.95	-\$300.00	-\$586.95
Supplemental Items - 5th Grade	-	-	-	-\$300.00	\$300.00
Supplemental Items - 6th Grade	-	-	-	-\$300.00	\$300.00
Supplemental Items - Kindergarten	-	-	-	-\$300.00	\$300.00
Teacher Classrooms	-	\$2,750.00	-\$2,750.00	-\$2,750.00	-
Visitor Aware	-	-	-	-\$50.00	\$50.00
Volunteer Recognition	-	-	-	-\$400.00	\$400.00
School Gifts Totals	\$936.83	-\$22,521.85	-\$21,585.02	-\$47,335.00	\$25,749.98
Grand Totals					
	\$43,452.18	-\$47,130.68	-\$3,678.50	-	-\$3,678.50

⊘ These withdrawals had not cleared the bank as of 11/30/2021.

Date	Reference	Details	Withdrawal
11/01/2021	4239	Tees and More	-\$185.59
11/22/2021	4245	Steven Weigley	-\$446.48
Total			-\$632.07

Bank Account Balances	07/01/2021	11/30/2021	Last reconciled	Summary for the Period	
Checking - Compass	\$28,049.09	\$24,370.59	11/30/2021	Starting Total	\$28,049.09
Totals	\$28,049.09	\$24,370.59		Income	\$43,452.18
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>				Expenses	-\$47,130.68
				Ending Total	\$24,370.59

Submitted by:

Name: _____ Signature: _____

Date: _____