

# Canyon Rim PTA

## Open Meeting Minutes (Approved)

July 11, 2019

5:30 PM

- I. Call to Order - 5:35 PM
- II. Introductions / Sign In Sheet
  - a. In attendance: Steven Weigley, Sarah Weigley, Kelli Hinkhouse, Jennifer Reading, Joseph Lopat, Misty Dewey, Ali Betancourt
- III. Call to Administration
  - a. Announcements
    - i. Visitor Aware will be at Canyon Rim at the start of the school year.
      1. 5 stations will be set up at Open House.
    - ii. Recommendation to hire a new PE teacher has been filed.
    - iii. Mr. Lopat has completed work on all parent paperwork.
  - b. School Requests
    - i. Motion to approve school requests in the amount of \$1415.81 by Ali Betancourt. Motion carries.
  - c. Meetings with Principal Recap
- IV. Call to Teachers – Open Forum
- V. Call to Members – Open Forum
- VI. Review and Approval Meeting Minutes
  - a. June 13, 2019 Meeting
    - i. Motion to approve June 2019 meeting minutes by Sarah Weigley. Motion carries.
- VII. Review Financial Statements (*Kelli*)
  - a. June 2019
    - i. Motion to approve June 2019 financial statement by Kelli Hinkhouse. Motion carries.
  - b. Reward Programs
    - i. Frys (Kroger) = \$402.10
  - c. Financial Audit Update
    - i. Annual audit is currently in process.
- VIII. 2019-2020 PTA Budget Review and Approval
  - a. Banners will be purchased for all events that will be used annually.
  - b. Carryover from previous year will be changed to \$19,930 to match the financial statements and allow some money left over for bank account next year.
  - c. Vendors will be reimbursing for agenda costs.
  - d. Money will be collected from club members for club shirts to help offset the total cost.
    - i. Since Yearbook club produces something for the school their shirts will continue to be at no cost to the students.
  - e. Money for general requests will decrease with carryover change.
  - f. Teacher classrooms is beginning of the year gift to teachers to set up classrooms.
  - g. Visitor aware costs are for labels.
  - h. Motion to approve 2019-2020 PTA Budget by Ali Betancourt. Motion carries.

# Canyon Rim PTA

## Open Meeting Minutes (continued) (Approved)

July 11, 2019

5:30 PM

- IX. Upcoming Events
  - a. Back To School Night – 07/31/2019 (*Steven*)
    - i. PTA board members are needed to help run tables that night. Wear new shirts.
- X. Old Business
  - b. Agendas
    - i. Atlas Automotive and East Mesa Karate supporters
    - ii. 1<sup>st</sup>, 2<sup>nd</sup>, 5<sup>th</sup> and 6<sup>th</sup> only
  - c. Box Top Changes
  - d. New Board Member Training
    - i. Not yet available online.
  - e. Roundtable
- XI. New Business
  - f. VNET
    - i. Saturday, August 17<sup>th</sup> – 7:30 AM – 1:30 PM
    - ii. Breakfast and lunch provided
    - iii. Gilbert High School
    - iv. Let Steve know if you plan to attend so he can get you registered. At least 2 board members need to attend.
  - g. Roundtable
- XII. Committee Reports
  - h. Membership (*Misty*)
  - i. Volunteer (*Misty*)
  - j. Fundraising (*Wendi*)
    - i. Contacted MOD Pizza – waiting to hear back
    - ii. Contacted Baskin Robbins– waiting to hear back
    - iii. Contacted Chik-Fil-A – waiting to hear back
    - iv. Peter Piper Pizza is all set for the Back to School Party on August 16<sup>th</sup>
    - v. Butter Braids is ready for Cookie Dough-prizes for selling pending
  - k. Hospitality (*Wendi*)
    - i. Lunch for staff on July 31<sup>st</sup> @ 12:00 PM
    - ii. Breakfast for staff on August 1<sup>st</sup> @ 7:15 AM
  - l. Publicity (*Ali*)
    - i. Review calendar
  - m. Review Past Month Events
- XIII. Next Scheduled Meeting Date = 08/08/2019 @ 5:30 PM
- XIV. Adjournment - 6:55 PM

# PTA School Requests

## Meeting: July 11, 2019

Item Requested	How it will Impact Students?	Amount Requested	Not to Exceed?	Includes Tax	Includes Shipping	Approved By Administration	Pay by School	Pay by PTA	PTA Budget Line Item	Approved By PTA
Two banners -- 1. Front of the School "Welcome to Canyon Rim." 2. Cafeteria above the stage "Home of the Cougars"	Help identify mascot and have pride when at school.	\$ 665.81		Yes	N/A	Yes	No	Yes	Requests - General	Yes
Full subscription newsletter for staff and students - year subscription. Company does not take POs.	Provide communication for staff and parents	\$ 100.00	X	N/A	N/A	Yes	No	Yes	Requests - General	Yes
Need 15 organization racks and 15 power strips	Help students keep chromebooks charged. Corner cabinets in 5 classrooms will be converted to charging station for chromebooks.	\$ 650.00	X	N/A	N/A	Yes	No	Yes	Requests - Technology	Yes

\$ 1,415.81

\$ 550.00	Requests - Technology
\$ 865.81	Requests - General

# Canyon Rim PTA FY 2018

## Treasurer's Report

07/01/2018 - 06/30/2019

Administration	Income	Expenses	Year to Date	Net Budget	More/-Less
Accounting Software	-	\$159.00	-\$159.00	-\$160.00	\$1.00
Annual Audit / Financial Review	-	\$206.25	-\$206.25	-\$300.00	\$93.75
Bank Charges	-	\$16.04	-\$16.04	-\$100.00	\$83.96
Carryover From Previous Year	\$6,854.55	-	\$6,854.55	\$4,000.00	\$2,854.55
Event Supplies	\$25.08	\$751.84	-\$726.76	-	-\$726.76
Gifts / Donations	\$2,712.78	-	\$2,712.78	-	\$2,712.78
Insurance	-	\$165.00	-\$165.00	-\$165.00	-
Membership Dues 2017-2018	-	-	-	-	-
Membership Dues 2018-2019	\$2,700.00	\$1,166.00	\$1,534.00	\$850.00	\$684.00
Membership Dues 2019-2020	\$1,160.00	-	\$1,160.00	-	\$1,160.00
Membership Incentives	-	\$678.79	-\$678.79	-\$500.00	-\$178.79
Office Supplies (PTA Only)	-	\$173.53	-\$173.53	-\$500.00	\$326.47
PayPal Charges	\$17.21	\$189.30	-\$172.09	-\$250.00	\$77.91
Petty Cash	\$7,315.00	\$7,315.00	-	-	-
Postage / Shipping	-	\$74.53	-\$74.53	-\$50.00	-\$24.53
President Discretionary	-	-	-	-	-
PTA School of Excellence	-	-	-	-\$500.00	\$500.00
Sign Up Genius	-	\$119.88	-\$119.88	-\$120.00	\$0.12
State Conference / Training	-	\$440.00	-\$440.00	-\$2,000.00	\$1,560.00
Tax Preparation	-	-	-	-\$300.00	\$300.00
Transaction Error / Pass Through	\$924.00	\$7,469.55	-\$6,545.55	-	-\$6,545.55
Website	\$9.03	\$770.20	-\$761.17	-\$300.00	-\$461.17
<b>Administration Totals</b>	<b>\$21,717.65</b>	<b>-\$19,694.91</b>	<b>\$2,022.74</b>	<b>-\$395.00</b>	<b>\$2,417.74</b>
Events	Income	Expenses	Year to Date	Net Budget	More/-Less
Bingo Night	\$1,590.00	\$596.15	\$993.85	\$500.00	\$493.85
Carnival	\$11,625.61	\$9,775.93	\$1,849.68	-	\$1,849.68
Donuts With Dad	\$1,024.50	\$543.60	\$480.90	\$350.00	\$130.90
Father Daughter Night	\$728.03	\$656.62	\$71.41	-\$600.00	\$671.41
Grandparents Breakfast	\$1,227.85	\$543.72	\$684.13	\$350.00	\$334.13
Mother Son Night	-	\$575.80	-\$575.80	-\$600.00	\$24.20
Muffins With Mom	\$606.00	\$697.22	-\$91.22	\$250.00	-\$341.22
Spelling Bee	-	-	-	-	-
Teach or Treat	-	\$616.60	-\$616.60	-	-\$616.60
<b>Events Totals</b>	<b>\$16,801.99</b>	<b>-\$14,005.64</b>	<b>\$2,796.35</b>	<b>\$250.00</b>	<b>\$2,546.35</b>

<b>Fundraising</b>	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
Boosterthon	\$31,821.85	\$16,126.92	\$15,694.93	\$15,000.00	\$694.93
Box Tops	\$1,347.50	\$885.00	\$462.50	\$500.00	-\$37.50
Butterbraids	\$6,037.50	\$3,802.50	\$2,235.00	\$3,000.00	-\$765.00
Cookie Dough	\$29,169.00	\$17,387.60	\$11,781.40	\$10,000.00	\$1,781.40
FNO - Chipotle	\$336.72	-	\$336.72	\$500.00	-\$163.28
FNO - Dairy Queen	\$41.39	-	\$41.39	\$100.00	-\$58.61
FNO - Little Caesars	-	-	-	\$500.00	-\$500.00
FNO - Peter Piper Pizza	\$697.43	-	\$697.43	\$1,200.00	-\$502.57
Harkins Summer Movie	\$1,421.50	\$1,050.70	\$370.80	\$500.00	-\$129.20
Popcorn and Pickles	\$274.60	\$124.18	\$150.42	-	\$150.42
Readathon	-	-	-	-	-
Rewards Programs	\$1,618.61	-	\$1,618.61	\$1,200.00	\$418.61
Smoothie Day	\$3,743.73	\$2,526.00	\$1,217.73	\$2,000.00	-\$782.27
Student Council Proceeds	-	-	-	-	-
Sunshine Acres Clothing Drive	\$510.55	-	\$510.55	\$300.00	\$210.55
<b>Fundraising Totals</b>	<b>\$77,020.38</b>	<b>-\$41,902.90</b>	<b>\$35,117.48</b>	<b>\$34,800.00</b>	<b>\$317.48</b>
<b>Sales</b>	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
Bricks	\$160.00	\$218.50	-\$58.50	\$150.00	-\$208.50
Concessions	-	-	-	-\$500.00	\$500.00
FNO - Cafe Zupas	\$88.19	-	\$88.19	-	\$88.19
Miscellaneous	\$100.00	-	\$100.00	-	\$100.00
Pogo Pass	\$15.00	-	\$15.00	-	\$15.00
T-Shirts	\$3,580.00	\$775.24	\$2,804.76	-\$1,000.00	\$3,804.76
Yearbooks	\$6,000.94	\$4,597.50	\$1,403.44	\$650.00	\$753.44
<b>Sales Totals</b>	<b>\$9,944.13</b>	<b>-\$5,591.24</b>	<b>\$4,352.89</b>	<b>-\$700.00</b>	<b>\$5,052.89</b>
<b>Savings Account</b>	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
Interest	\$0.83	-	\$0.83	-	\$0.83
Bank Fees	-	\$99.00	-\$99.00	-	-\$99.00
<b>Savings Account Totals</b>	<b>\$0.83</b>	<b>-\$99.00</b>	<b>-\$98.17</b>	<b>-</b>	<b>-\$98.17</b>
<b>School Gifts</b>	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
AR / Renaissance	-	\$426.80	-\$426.80	-\$4,000.00	\$3,573.20
Art Masterpiece	-	\$400.21	-\$400.21	-\$400.00	-\$0.21
Education / Training	-	-	-	-\$2,000.00	\$2,000.00
Family In Need Fund	-	\$350.00	-\$350.00	-\$500.00	\$150.00
Field Trips - 6th Grade	-	-	-	-\$200.00	\$200.00
Field Trips - 5th Grade	-	-	-	-\$400.00	\$400.00
Field Trips - 4th Grade	-	-	-	-	-
Field Trips - 3rd Grade	-	-	-	-	-

Field Trips - 2nd Grade	-	-	-	-	-
Field Trips - 1st Grade	-	-	-	-	-
Field Trips - Kindergarten	-	\$974.09	-\$974.09	-\$1,000.00	\$25.91
Field Trips - Pre School	-	-	-	-	-
Hospitality - Teacher App Week	-	-	-	-\$2,000.00	\$2,000.00
Hospitality - Staff Meals	\$34.32	\$2,414.23	-\$2,379.91	-\$1,000.00	-\$1,379.91
Hospitality - Holiday Gifts	-	\$1,116.19	-\$1,116.19	-\$2,200.00	\$1,083.81
Hospitality - Staff of the Year	-	\$446.82	-\$446.82	-\$500.00	\$53.18
Requests - General	-	\$11,311.29	-\$11,311.29	-\$12,255.00	\$943.71
Requests - Technology	-	\$7,612.00	-\$7,612.00	-	-\$7,612.00
Scholastic Items - 6th Grade	-	-	-	-\$700.00	\$700.00
Scholastic Items - 5th Grade	-	\$672.35	-\$672.35	-\$700.00	\$27.65
Scholastic Items - 4th Grade	-	\$702.17	-\$702.17	-	-\$702.17
Scholastic Items - 3rd Grade	-	-	-	-	-
Scholastic Items - 2nd Grade	-	-	-	-	-
Scholastic Items - 1st Grade	-	-	-	-	-
Scholastic Items - Kindergarten	-	-	-	-\$700.00	\$700.00
Student Recognition	-	\$716.18	-\$716.18	-\$2,000.00	\$1,283.82
Teacher Classrooms	-	\$2,750.00	-\$2,750.00	-\$3,000.00	\$250.00
Teacher Recognition	-	\$1,864.27	-\$1,864.27	-	-\$1,864.27
Volunteer Recognition	-	\$276.27	-\$276.27	-\$400.00	\$123.73
<b>School Gifts Totals</b>	<b>\$34.32</b>	<b>-\$32,032.87</b>	<b>-\$31,998.55</b>	<b>-\$33,955.00</b>	<b>\$1,956.45</b>

<b>Grand Totals</b>						
		\$125,519.30	-\$113,326.56	\$12,192.74	-	\$12,192.74

Bank Account Balances	07/01/2018	06/30/2019	Last reconciled	Summary for the Period	
Checking - Compass	\$3,883.17	\$22,929.63	06/30/2019	Starting Total	\$10,736.89
Savings - Compass	\$6,853.72	-	09/30/2018	Income	\$125,519.30
<b>Totals</b>	<b>\$10,736.89</b>	<b>\$22,929.63</b>		Expenses	-\$113,326.56
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>				Ending Total	\$22,929.63

**⊗ These withdrawals had not cleared the bank as of 06/30/2019.**

Date	Reference	Details	Withdrawal
There are no transactions to display.			

Submitted by:  
Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
Date: \_\_\_\_\_