

**Kyrene Altadeña Middle School
PTSO General Meeting Minutes
Sept 2021**

Called to order: 8:31am by Christin Valentini

Attendance/Introductions:

Janie Miller - Treasurer
Louise Yanock - 8th grade dance/ hospitality committee
Erica Modzelewski - principal
Silvia Mascenic - hospitality committee
Andrea Donoso - hospitality committee
Jill Wells - Vice President
Jill Graham - hospitality committee
Sue Donoghue - hospitality chair
Kim Graber - fundraising chair
Heidi Giebel - financial secretary
Christin Valentini - President
Dena Patton - secretary
Jen Metzger - family dinner nights chair/band boosters

Principal's Report: Erica Modzelewski

- Concerned with the growing TikTok challenges. We are addressing them and will be discussing them at assemblies.
- The tribute day for Logan is coming up
- The lunch prizes and fundraiser was great!

Christin: Last Meeting Minutes read and approved:

- Move to approve 1st approved: Kim Graber 2nd approved: Janie Miller

Financial report: Janie Miller Treasurer: See page 2 and 3 for full report

- Full financial report attached to minutes
- Next general meeting we need to vote on some reconciliation/movement of funds

COMMITTEE REPORTS:

- **Communications:** Jenna Corday –She’s doing some website updates. Please keep sending her pictures and/or communications you want on facebook.
- **Fall Fundraiser “Ride the Wave”:** Kim Graber – great success! We raised \$32,000! Great job team!
- **Spirit Wear report:** Heidi Giebel, interim chair – we will be selling shirts at sports games (volleyball and track to test it out)
- **Hospitality report:** Sue Donoghue – **We** need more sponsors for the luncheons. Need more money (about \$4500) for luncheons.
- **Volunteer report:** Christin Valentini (for Tanya Sibrava)
- **Family Dinner Nights:** Jen Metzger – Oct 14th is By The Bucket dinner night. Please spread the word.

Meeting adorned: 10:10am by Christin Valentini

Treasurer's Report: 9/15/21

1. Monthly Financial Report (as of 8/31/21):

Beg Bal (8/1/21) = \$30,714.71

Expenses = \$4,353.95

Income = \$26,699.57

End Bal (8/31/21) = \$53,060.33

2. Budget Reallocations / General Meeting Voting Considerations:

* Approx \$3500 over budgeted income for fundraising income

* Need \$1500 in Corporate Sponsorships (could funnel Employer Match \$s here - \$3635 potential)

* Overbudget for spirit wear expenses by approx. \$1300

* Overbudget for teacher kit expenses by \$1402.58

3. Taxes – Due 10/15/21

* Monica Robinson quoted \$650 to do again (\$325 split with band boosters)

4. Band Booster Club

* Status?

* By-laws mention for BB to submit approved annual operating budget to PTSO prior to fall PTSO General Meeting

* 1099 Employee(s) this year?

5. Financial Forms:

* Check Request Form (online and paper)

* Request for Funding Form (paper)

* Debit Card Use Form

**Altadena PTSO Approved Budget
2021-22 School Year**

	Actual YTD:	Budget 2021-2022	
Income			
*Starting bank balance:		32,656.67	
Passive Income - Labels, Receipts, Rebates:			
Tuft & Needle	437.50	0.00	(437.50)
Fry's	249.83	800.00	550.17
Box Tops	0.00	100.00	100.00
Amazon Smile	84.41	250.00	165.59
Other	0.00	0.00	0.00
TOTAL Passive Income:	771.74	1,150.00	378.26
Pass Through Income:			
Cash Box Returns	200.00	0.00	(200.00)
Band Booster Fundraiser Income	0.00	0.00	0.00
Front Office funds	0.00	0.00	0.00
Winter Wonderland Dodgeball	0.00	0.00	0.00
TOTAL Pass Through Income:	200.00	0.00	(200.00)
Fundraising Income:			
Family Dinner Nights	0.00	1,500.00	1,500.00
Fundraising Income	25,742.78	27,500.00	1,757.22
Spiritwear Proceeds	3,988.19	4,000.00	11.81
Valentines Sales	0.00	0.00	0.00
Corporate Sponsorships	0.00	2,000.00	2,000.00
Other Donations/Commissions	0.00	0.00	0.00
TOTAL Fundraising Income:	29,730.97	35,000.00	5,269.03
School Event Income:			
Book Fair Proceeds	0.00	0.00	0.00
Hospitality	0.00	0.00	0.00
8th Grade Dance Ticket Sales	0.00	1,225.00	1,225.00
TOTAL School Event Income:	0.00	1,225.00	1,225.00
TOTAL INCOME:	30,702.71	37,375.00	6,672.29
TOTAL BUDGETED INCOME W/ STARTING BALANCE:		70,031.67	

updated through 08/31/2021