

PTCO Board Meeting Minutes 8-5-2024

In attendance:

Meredith Slack, Mandie Oxendine, Kandee Swindle, Chantel Giongco, Misty Spalding. ONLINE: Jenny Kragness, Jen Aikens

Meeting Began: 7:04 pm. Previous Minutes were approved 1st- Misty, 2nd Jennifer- No opposed

TREASURER UPDATE:

Checking: \$12,907.61

Savings: \$10,000.39

Drama: \$6,674.84

PTCO total Checking: \$6,232.36

New Business:

1. -Closure of CA State Corporation: Forms Received, Update online. No Changes.
2. -Scholarship Payments, status: CASHED: Kiomi Gee, Gustavo Gonzalez, Alexandra Giongco. SENT: Cynthia Salazar. NOT WRITTEN: Alexa Barragan, Asher Perla.
3. -Audit Committee: Audit Results. Worksheet provided and attached to minutes. Noted: several checks have not been cleared. ACH Deposit. Need to provide printed square receipts after each event going forward. Suggested sub accounts for: Dance and Music. Savings statements. Highlight money motions in all meeting minutes. Suggested to review Financial Statements every: December and May or April.

Upcoming Events:

1. -Link Crew Training Lunch: 8-6 and 8-7. 8-1pm 25 Students, 4 Staff. Chantel and Meredith to organize and deliver food. Link Crew Training Lunch: **motion to waive daily max and approve \$300 total event budget, Mandie 1st/Misty 2nd. No opposed. Motion passes.**
2. -Student Orientation and New Parent Orientation: 8-12, Volunteer duties and arrival time. (Mandie to bring refreshments) Volunteers:Mandie, Chair, Chantel, Amy, Jenny
3. -School Begins: 8-14
4. -Back to School Auction update on listed items: event dates: 8-30 to 9-2, Promo interview to be on 93Q radio.
5. -Back to school night: 8-29, Volunteers and duties discussed. **(Please list volunteers and duties) Volunteers:** Amy, Chair. Eric, Meredith, Mandie

Past Events:

1. Mean Girls: Concession Earnings: \$91.55 (PTCO sold Cookies and Roses), Ticket Sales: \$1,160.00. **Total tickets sold: 60?**
2. Dragons of the Week: tabled

Budget Items:

1. Board Meeting Expenses:
 - a. Meeting back in room 7 on MCAA campus. Next meeting (9-9-24) to be run by Jenny Kragness.
2. **Costco Bins and Rack for storage: Motion to approve \$125.00 for 2 racks. Mandie 1sts, Meredith 2nds. No opposed, motion passed.**
3. **Trash Cans: Folding Cardboard that hold Large Contractor bag liners: \$2.00 at Habitat for Humanity. Motion to allocate \$25.00 to folding trash cans. Jen 1sts, Meredith 2nds. No opposed. Motion passed.**

Open Floor:

Fundraising Committee Report:

Panera 9/12

Red Robin October, TBA

MEETING ADJOURNED: 8:20PM. NEXT MEETING: 9/9/2024 AT 7PM, MCAA Campus: rm7, and virtual.
Next Board Meeting, run by Vice President, Jen Aikens, in President, Kandee Swindle absence.