

**ORCHARD ELEMENTARY PTA GENERAL MEETING MINUTES**

**Monday, August 28, 2023, 1:00 PM**

Orchard Elementary School Conference Room

Present in-Person (18): Esther Gwynn, Amber Blackett, Kira Mildenstein, Vanessa Williams, Amanda Keller, Lori Willeitner, McCall Cannon, Flora Aleman, Valery Jackson, Shelby Watts, Emilee Bird, Melissa Asay, Becky Dorton, Debbie Winward, Cynthia Cárdenas, Renae Robertson, Marie McBride, Naomi Wagstaff

Present online (0): Not offered today

The meeting was called to order by President Amber Blackett at 1:07 pm. She led us in the pledge and welcomed all in attendance. Introductions of the 2023-2024 PTA Board were given. President: Amber Blackett, President-Elect: Debbie Winward, Secretary: Esther Gwynn, Treasurer: Becky Dorton, VPs: Kira Mildenstein and Marie McBride.

Esther Gwynn motioned that, "the April 2023 minutes be passed as presented." Naomi Wagstaff seconded the motion. Becky Dorton, treasurer, presented the Annual Budget for the 2023-2024 school year, attached below. She moved that, "the budget be approved as presented." McCall Cannon seconded the motion. The motion passed in unanimity. Becky also passed that, "The Annual Financial Reconciliation (AFR) be adopted as presented." Lori Willeitner and Kira Mildenstein both seconded the motion. The motion passed with unanimous consent as well.

Cynthia Cárdenas gave a principal report regarding the great things happening at Orchard.

Folklorico Club started on August 28. Health Night is September 29. Reflections will be due on October 5. Our PTA has an Instagram account.

**CALENDAR**

- Sept 1: Ballroom Dance Registration Deadline
- Sept 4: Labor Day, No School
- Sept 14: Vision Screening, first spirit night @ Zupas
- Sept 19: Picture Day
- Sept 25: **PTA Meeting 2:30 PM**
- Sept 29: PTA Health Night, 4:00-8:30 PM
- Oct 5: Reflections Due
- Oct 6: Teacher Work Day, No School
- Parent Teacher Conference TBA

The meeting was adjourned at 2:05 pm.

Minutes approved and accepted:

President:  Date: 9-14-23

Secretary:  Date: 9/14/23

Treasurer:  Date: 9/14/23

<b>Balance on hand as of August 1, 2023</b>	<b>\$10,786.26</b>		
<b>INCOME</b>	<b>BUDGETED</b>	<b>ACTUAL</b>	
<b>Fundraisers</b>			
Silent Auction	\$2,500.00	\$0.00	
Fundraiser - Starving Student	\$7,000.00	\$0.00	
Spirit Nights	\$500.00	\$0.00	
	Cafe Rio		
	Zupas		
	Chick-fil-a		
	Swig		
	Texas Roadhouse		
Festival Movie Night	\$0.00	\$0.00	
Donations	\$0.00	\$0.00	
<b>TOTAL FUNDRAISER</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	
Missoula Children's Theatre (\$50/child @ 60; ticket sales)	\$4,500.00	\$0.00	
Tax Refund	\$200.00	\$0.00	
T-Shirts	\$200.00	\$0.00	
PTA Memberships (predict 90 members)	\$675.00	\$0.00	
<b>TOTAL INCOME</b>	<b>\$26,361.26</b>	<b>\$0.00</b>	

<b>EXPENSES</b>	<b>BUDGETED</b>	<b>ACTUAL</b>	
<b>01 Administrative</b>			
General Liability Insurance & Bonded & Social Media Fee	\$350.00	\$0.00	
Copy Charges	\$100.00	\$0.00	
Golden Apple Awards	\$300.00	\$0.00	
PTA Thank You Lunch May	\$400.00	\$0.00	
PTA Welcome Lunch August	\$100.00	\$0.00	
Training, State PTA Convention (\$80 per person + meals)	\$350.00	\$0.00	
PTA Regional Meeting (August)	\$90.00	\$0.00	
Thank You Gifts	\$100.00	\$0.00	
<b>TOTAL 01 Administrative</b>	<b>\$1,790.00</b>	<b>\$0.00</b>	
<b>02 Teacher Outreach</b>			
Room Mother Orientation	\$50.00	\$0.00	
PTC Dinners 45 People (2 dinners)	\$800.00	\$0.00	
Welcome Lunch - Teachers & Faculty 65	\$350.00	\$0.00	
Teacher Appreciation Week	\$1,200.00	\$0.00	
<b>TOTAL 02 Teacher Outreach</b>	<b>\$2,400.00</b>	<b>\$0.00</b>	

<b>03 Education</b>			
6th Grade Graduation	\$130.00	\$0.00	
6th Grade Nova Graduation	\$60.00	\$0.00	
PTA Teacher Grants	\$3,500.00	\$0.00	
School Gift	\$1,000.00	\$0.00	
<b>TOTAL 03 Education</b>	<b>\$4,690.00</b>	<b>\$0.00</b>	
<b>04 Fundraiser</b>			
PTA Fundraiser (cost of)	\$800.00	\$0.00	
<b>TOTAL 04 Fundraiser</b>	<b>\$800.00</b>	<b>\$0.00</b>	
<b>05 Health and Safety</b>			
Maturation Coordinator	\$300.00	\$0.00	
Ribbon Week	\$200.00	\$0.00	
Health Night	\$400.00	\$0.00	
<b>TOTAL 05 Health &amp; Safety</b>	<b>\$900.00</b>	<b>\$0.00</b>	
<b>06 Individual Development</b>			
Reflections Chair	\$300.00	\$0.00	
T-Shirts (cost of)	\$50.00	\$0.00	
Classic Skating	\$200.00	\$0.00	

School Spirit Night	\$75.00	\$0.00	
Children's Theatre	\$4,750.00	\$0.00	
<b>TOTAL 06 Individual Development</b>	<b>\$5,375.00</b>	<b>\$0.00</b>	
<b>07 Student Involvement</b>			
Back-to-School Night	\$70.00	\$0.00	
Battle of the Books	\$150.00	\$0.00	
Field Day	\$250.00	\$0.00	
Science Fair Coordinator	\$100.00	\$0.00	
<b>TOTAL 07 Student Involvement</b>	<b>\$570.00</b>	<b>\$0.00</b>	
<b>08 Cultural Education</b>			
Fiesta Week	\$850.00	\$0.00	
Folklorica Club	\$500.00	\$0.00	
<b>TOTAL 08 Cultural Education</b>	<b>\$1,350.00</b>	<b>\$0.00</b>	
<b>TOTAL 09 Membership Fees</b>			
National PTA Membership Fees = 90 members @ \$2.25	\$202.50	\$0.00	
Utah PTA Membership Fees = 90 members @ \$1.75	\$157.50	\$0.00	
Council PTA Membership Fees = 90 members @ \$.50	\$45.00	\$0.00	
<b>TOTAL 10 Membership Fees</b>	<b>\$405.00</b>	<b>\$0.00</b>	

<b>TOTAL EXPENSES</b>	<b>\$18,280.00</b>	<b>\$0.00</b>	
<b>ENDING BALANCE</b>	<b>\$8,081.26</b>		