

**VMCCA PTSA  
Meeting Minutes  
December 12, 2017  
Media Center  
7:00 PM**

**Welcome and Call to Order** –President Yvonne Bryant

- Meeting called to order and all were welcomed

**Approval of Minutes** – Secretary Sophia Morgan

- Minutes were handed out for all the read

**Principal Update** –Abby Stotensberg

- A Student Equity team has been formed to make sure that the school is inclusive
- Will help build a community with the parents, students, and staff
- ACT Bootcamp will be held in February

**Vice President Update** –Val Kadera

- School store will be ready in January 2018
- Budget for school store supplies is \$500

**Treasurer Update** –Valerie Kadera

- January 2018 there will be a Zaxby's fundraiser, will be held in the Knightdale store on either Tuesday or Thursday
- In March 2018 fundraiser planned for Zaxby's in Garner
- Figure out budget for ACT Bootcamp snacks
- A Spaghetti Dinner will be done for Senior Trip last week in February. Discussed combining a family movie night, or club night to help students get community service hours

**Announcements / Q & A's / Adjournment**

No questions were asked

Meeting was adjourned

**Attendance**

Yvonne Bryant

Abby Stotsenberg

Valerie Kadera

Sophia Morgan

|  | Projected Expenses | Actual Expenses | Remaining Budget  | Total Proposed Budget  | \$6,969    |  |  |  |  |
|--|--------------------|-----------------|-------------------|--|------------|--|--|--|--|
| <b>Student Programs</b>                |                    |                 |                   | Remaining Proposed Total   | \$5,951.76 |  |  |  |  |
| Celebrations                           |                    |                 |                   |  |            |  |  |  |  |
| Flight School - Orientation            | \$0                | \$0.00          | \$0.00            |  |            |  |  |  |  |
| Senior Welcome                         | \$25               | \$23.27         | \$1.73            |  |            |  |  |  |  |
| Meet the Teacher (2)                   | \$75               | \$10.28         | \$64.72           |  |            |  |  |  |  |
| Student Early Release Snack (3)        | \$150              | \$44.81         | \$105.19          |  |            |  |  |  |  |
| Honor Roll (3)                         | \$175              | \$32.61         | \$142.39          |  |            |  |  |  |  |
| Student Rewards                        | \$200              | \$0.00          | \$200.00          |  |            |  |  |  |  |
| Winter Formal                          | \$150              | \$0.00          | \$150.00          |  |            |  |  |  |  |
| Spirit Week                            | \$75               | \$0.00          | \$75.00           |  |            |  |  |  |  |
| Block Party                            | \$150              | \$0.00          | \$150.00          |  |            |  |  |  |  |
| Prom                                   | \$150              | \$0.00          | \$150.00          |  |            |  |  |  |  |
| Awards Reception/Pins                  | \$259              | \$0.00          | \$259.00          |  |            |  |  |  |  |
| Refelctions                            | \$0                | \$0.00          | \$0.00            |  |            |  |  |  |  |
| Graduation Stoles - Honor*             | \$0                | \$0.00          | \$0.00            | *This line item is funded by the county.   |            |  |  |  |  |
| Graduation Reception                   | \$200              | \$0.00          | \$200.00          |  |            |  |  |  |  |
| Yearbook                               | \$1,000            | \$0.00          | \$1,000.00        |  |            |  |  |  |  |
| ACT Bootcamp Snacks                    | \$0                | \$0.00          | \$0.00            |  |            |  |  |  |  |
| School Store                           | \$500              | \$0.00          | \$500.00          | *Fundraiser for adding this line item at 500.00 was the Fish Fry/BBQ on 11/3/17.   |            |  |  |  |  |
|  | <b>\$3,109</b>     | <b>\$110.97</b> | <b>\$2,998.03</b> |  |            |  |  |  |  |
| <b>Teacher Programs</b>                |                    |                 |                   |  |            |  |  |  |  |
| Teacher Welcome Luncheon               | \$200              | \$182.93        | \$17.07           |  |            |  |  |  |  |
| Early release lunches (3)              | \$150              | \$11.57         | \$138.43          |  |            |  |  |  |  |
| Holiday Lunch 12/2                     | \$150              | \$73.23         | \$76.77           |  |            |  |  |  |  |
| Teacher appreciation week              | \$100              | \$0.00          | \$100.00          |  |            |  |  |  |  |
| Teacher of the Year                    | \$250              | \$0.00          | \$250.00          |  |            |  |  |  |  |
| Support Staff Appreciation             | \$150              | \$43.38         | \$106.62          |  |            |  |  |  |  |
|  | <b>\$1,000</b>     | <b>\$311.11</b> | <b>\$688.89</b>   |  |            |  |  |  |  |
| <b>PTSA Operations</b>                 |                    |                 |                   |  |            |  |  |  |  |
| Insurance                              | \$400              | \$385.00        | \$15.00           |  |            |  |  |  |  |
| Incorporation                          | \$60               | \$60.00         | \$0.00            |  |            |  |  |  |  |
| Wake County PTA membership             | \$75               | \$75.00         | \$0.00            |  |            |  |  |  |  |
| Sam's Membership                       | \$55               | \$0.00          | \$55.00           |  |            |  |  |  |  |
| Supplies/Training                      | \$150              | \$75.16         | \$74.84           |  |            |  |  |  |  |
| T-Shirts (50 shirts for Flight School) | \$400              | \$0.00          | \$400.00          |  |            |  |  |  |  |
| T-shirts 100 meet the teacher night    | \$900              | \$0.00          | \$900.00          |  |            |  |  |  |  |
| Sweatshirts                            | \$600              | \$0.00          | \$600.00          |  |            |  |  |  |  |
| Sweatshirts 2nd order by request       | \$220              | \$0.00          | \$220.00          |  |            |  |  |  |  |
| Membership Dues*                       |                    | \$188.00        | -\$188.00         | *This is a placeholder for the monies that we collect for dues, going back to the county and the national PTA                        |            |  |  |  |  |
| Petty Cash for Fundraisers*            | \$0                | \$100.00        | -\$100.00         | *This is a placeholder for the monies used for petty cash. No money is actually spent, and is re-deposited upon completion of event. |            |  |  |  |  |
|  | <b>\$2,860</b>     | <b>\$595.16</b> | <b>\$2,264.84</b> | <b>*Total for this line does not reflect the two placeholder line items above.</b>   |            |  |  |  |  |

|             |  |                 |                     |            |                             |                           |             |
|-------------|--|-----------------|---------------------|------------|-----------------------------|---------------------------|-------------|
|             | As of 11/15/17   |                 |                     | \$2,078.15 |                             | Current Balance           | \$2,078.15  |
|             |  |                 |                     |            |                             | Pending bank transactions | -\$50.00    |
|             | <b>Beginning Balance as of 7/1/17</b>  | \$1,130.41      |                     | \$2,078.15 | Current Bank balance        | Remaining Expenditures    | \$5,951.76  |
| <b>Date</b> |  | <b>Deposits</b> | <b>Expenditures</b> | \$0.00     | difference - should be zero |                           |             |
| 7/11/2017   | 7/11 Bank fee refund Deposit   | \$10.00         |                     |            |                             |                           |             |
| 8/9/2017    | Yearbook sales at PTSA meeting   | \$30.00         |                     |            |                             |                           |             |
| 8/8/2017    | Deposit 8/8/17 185 Membership, 210 Spiritwear, 20 donation                   | \$545.00        |                     |            |                             | Projected Balance         | -\$3,923.61 |
| 8/9/2017    | Walmart Ck 143   |                 | \$216.48            |            |                             |                           |             |
| 8/15/2017   | Heartland Membership Auto Deposit  | \$5.97          |                     |            |                             |                           |             |
| 8/21/2017   | Heartland Membership Auto Deposit  | \$5.97          |                     |            |                             |                           |             |
| 8/21/2017   | check 144 (PTSA Membership Dues qty 21)                                      |                 | \$84.00             |            |                             |                           |             |
| 8/23/2017   | Heartland Membership Auto Deposit  | \$5.97          |                     |            |                             |                           |             |
| 8/29/2017   | Heartland Membership Auto Deposit  | \$5.97          |                     |            |                             |                           |             |
| 8/31/2017   | PayPal Yearbook transfer   | \$285.20        |                     |            |                             |                           |             |
| 9/8/2017    | Heartland Fees Refund (?)  | \$0.12          |                     |            |                             |                           |             |
| 9/8/2017    | Deposit (Receipt # 0654-24 & 25) 20 Membership 30 Spirit                     | \$50.00         |                     |            |                             |                           |             |
| 9/12/2017   | Ck 145 (PTSA Membership Dues qty 7)  |                 | \$28.00             |            |                             |                           |             |
| 9/12/2017   | Ck 146 (PTSA Membership Dues qty 1)  |                 | \$4.00              |            |                             |                           |             |
| 9/12/2017   | Ck 142 Wake Co. PTA Council Dues   |                 | \$75.00             |            |                             |                           |             |
| 9/20/2017   | Heartland Deposit (Membership Dues)  | \$5.97          |                     |            |                             |                           |             |
| 9/26/2017   | AIM Insurance  |                 | \$385.00            |            |                             |                           |             |
| 9/27/2017   | Membership (35) and Donation Deposit (Rcpts 26 - 28)                         | \$55.00         |                     |            |                             |                           |             |
| 9/29/2017   | Ck 147 Teacher Luncheon (Heide Rumble)                                       |                 | \$11.57             |            |                             |                           |             |
| 10/5/2017   | Heartland Deposit (Membership Dues)  | \$5.97          |                     |            |                             |                           |             |
| 10/6/2017   | Deposit of Memberships (Receipts from September - 10/6)                      | \$120.00        |                     |            |                             |                           |             |
| 10/11/2017  | Heartland Deposit (Membership Dues)  | \$17.91         |                     |            |                             |                           |             |
| 10/12/2017  | Ck 148 Payment for 15 Memberships (Sept Hallberg - Oct 6)                    |                 | \$60.00             |            |                             |                           |             |
| 10/18/2017  | Ck 150 SOSNC (Incorporation)   |                 | \$60.00             |            |                             |                           |             |
| 10/20/2017  | Ck 149 Support Staff Appreciation Luncheon to Yvonne Bryant                  |                 | \$13.52             |            |                             |                           |             |
| 10/20/2017  | Ck 151 (Yvonne for Cafeteria Staff Appreciation)                             |                 | \$29.86             |            |                             |                           |             |
| 10/24/2017  | Ck 152 (Heide: 32.61 for Honor Roll, 44.81 for ER, 15.16 for Admin Supplies) |                 | \$92.58             |            |                             |                           |             |
| 10/25/2017  | Deposit (Receipt #'s 121, 0654-31 & 32)                                      | \$70.00         |                     |            |                             |                           |             |
| 11/2/2017   | Deposit: Zaxby's Fundraiser \$   | \$225.00        |                     |            |                             |                           |             |
| 11/2/2017   | Ck 153 Heide Rumble (Petty Cash for Fish Fry 11/3)                           |                 | \$100.00            |            |                             |                           |             |
| 11/6/2017   | Fish Fry Deposit (including petty cash)                                      | \$801.50        |                     |            |                             |                           |             |
| 11/13/2017  | Refund of Heartland Fees   | \$0.12          |                     |            |                             |                           |             |
| 11/16/2017  | Amazon Smile Deposit   | \$7.28          |                     |            |                             |                           |             |

|            |  |                 |                     |                 |       |  |  |
|------------|--|-----------------|---------------------|-----------------|-------|--|--|
| 11/17/2017 | Ck 155 Jill Ray (For Fire Extinguisher)                |                 | \$60.00             |                 |       |  |  |
| 11/20/2017 | Ck 154 NCPTA (Membership Dues for Morgan*2 and Stubbs) |                 | \$12.00             |                 |       |  |  |
| 11/21/2017 | CK 156 Heide Rumble (Holiday Luncheon)                 |                 | \$73.23             |                 |       |  |  |
| 11/30/2017 | Refund of Heartland Fees                               | \$0.03          |                     |                 |       |  |  |
|            |  |                 |                     |                 |       |  |  |
|            |  |                 |                     |                 |       |  |  |
|            |  |                 |                     |                 |       |  |  |
|            |  |                 |                     |                 |       |  |  |
|            |  | \$2,252.98      | \$1,305.24          | \$947.74        | Total |  |  |
|            |  |                 |                     |                 |       |  |  |
|            | <b>Pending items</b>                                   | <b>Deposits</b> | <b>Expenditures</b> | <b>-\$50.00</b> | Total |  |  |
|            | Webstore Startup Petty Cash                            |                 | \$50.00             |                 |       |  |  |
|            |  |                 |                     |                 |       |  |  |
|            |  |                 |                     |                 |       |  |  |
|            |  |                 |                     |                 |       |  |  |
|            |  | \$0.00          | \$50.00             |                 |       |  |  |

