

**Adkins Elementary PTA
Membership Meeting
Thursday, May 14th 2020**

Call to Order

Establish Quorum

Approval of January Membership Meeting Minutes

Reports of Officers:

President's Report

- Rules of the Meeting
- Appoint Teller
- Appoint Minutes Approval Committee
- Appoint Financial Reconciliation Committee
- Gifting Report

Treasurer's Report

- Financial Report
- Amendments
- 2020-2021 Budget
- 2020-2021 Tax-free days

Membership Report

Committee Updates:

- Yearbook
- Auction 5th Grade Prize Winners
- Staff Appreciation
- UNITE

New Business

- iPads & cases for event use – Board recommends the purchase of 3 to use for events, spirit wear, etc. not to exceed \$1200.00
- Expense line for Box Tops – Board recommends creating an expense budget line for Box Tops in the amount of \$789.40 to be paid to Adkins Elementary School, Physical Education Department
- Approve fundraiser of brand-name backpacks, lunch boxes, water bottles through school supply vendor (minimal)
- Financial reconciliation committee; approval of board – appointed at membership meeting
 - At least 3 members. Cannot be current or incoming Treasurer, any current bank account signer, anyone related to by blood or living with a bank account signer, or the current Secretary.
- Elections
- Updated signers on accounts as of July 1, 2020
- Open positions

Old Business

- 2019 Auction proceeds – Board recommends creating a budget line and rolling over to 2020-2021 to be used as needs within the district are recognized not to exceed \$2800
- McLarty bench - done
- Teacher classroom signage – Board recommends creating budget line in 2020-2021 budget not to exceed \$250
- Umbrellas - ordered
- Printer – Board recommends creating budget line not to exceed \$900 for printer, ink/toner, paper as approved by Membership during 2019-2020

Announcements

- School Supply packs on sale until July 1st

Adjourn