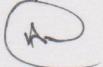


East Lake PTA
General Meeting Minutes

9/22/21

1. Erika Conti, Co- President, opened the meeting at 7:30 p.m.
 - a. Quorum was present.
 - b. Meeting opened with the Pledge of Allegiance.
 - c. Introduction of Executive Committee.
2. Recording Secretary- Minutes from June 2021 were presented and approved as is, 1st by Laura Vassil and 2nd by Luz Bove.
3. President's Report
 - a. East Lake was awarded NYS School of Excellence.
 - b. All committees are fully chaired.
 - c. The By-Laws are up for review and the committee is in need of two more volunteers, which were obtained during the meeting.
4. Treasurer's Report
 - a. June 2021
 - i. Checking
 1. Opening Balance: \$18,924.06
 2. Closing Balance: \$18,745.06
 - ii. Savings
 1. Opening Balance: \$2,361.87
 2. Closing Balance: \$2,361.91
 - b. July 2021
 - i. Checking
 1. Opening Balance: \$18,745.06
 2. Closing Balance: \$16,032.07
 - ii. Savings
 1. Opening Balance: \$2,361.91
 2. Closing Balance: \$2,361.95
 - c. August 2021
 - i. Checking
 1. Opening Balance: \$16,032.07
 2. Closing Balance: \$15,268.18
 - ii. Savings
 1. Opening Balance: \$2,361.95
 2. Closing Balance: \$2,361.99
 - d. Presentation of the 2021-2022 Budget (attached)
 - i. Suggestion made to consider adding funds to socials pending fundraising. To be discussed further in October meeting.

Approved 10/12/21



ii. Motion to approve budget- Motion made by Meghan Wrona, 2nd by Trisha Pflaum. Motion approved.

5. Vice President

- a. Current Membership Report: 315
- b. Membership Goal: 584
- c. All memberships will be obtained online this year.

6. Committee Reports

- a. Kindergarten Orientation- Welcome Signs and Boo Hoo/Yahoo Breakfast were both well received. Next scheduled event is 2022/2023 Kindergarten Registration.
- b. Staff Appreciation – 9/10 staff breakfast went well. A weeklong event in Spring is currently being planned.
- c. Class Parent Meeting – All classrooms have volunteers.
 - i. Back to School Night- Will be in person next week, 9/28.
- d. Back to School Bash – 1st on campus event since March 2020 was a success. 750 people registered, 715 attended.
- e. Representative Report
 - i. Board of Ed- The Board is working on updating its goals, including expanding literary programs such as Foundations. They also announced a lawsuit against NYS and the DOH for local control over mask mandates.
- f. Health/Wellness - Walk to School Day - 10/6/2021 with a rain date of 10/7/21 Extended recess awarded for classes with the most participation.
- g. Raise Craze - October 4-22 Outreach Committee will host initiatives throughout the fundraiser to help kids with kindness ideas.
- h. Picture Day - 11/4 & 11/5
- i. Blood Drive - 11/4 in the cafeteria from 2:45-8:45 pm.
- j. Reflections- “If I could change the world.” Submissions are due by end of October with a possible in-person awards ceremony.
- k. Beautification- Volunteers are needed to create decorative stenciling designs on the basketball court.

7. Presentation of PTA Award to Mrs. Velte

- a. Introduction by Danielle Ocuto
- b. Introduction by Mr. McKillop

8. Next Meeting 10/12 at 9:00 am (breakfast with Mr. McKillop).

9. Meeting called to an end at 8:20 p.m.

East Lake PTA 2021 - 2022 Proposed Budget

	2021-2022 PROPOSED
RECEIPTS	
Carryover from Previous Year	\$28,052.27
Membership Dues (less State & National)	\$2,000.00
ANTICIPATED FUNDRAISING	
Fundraiser	\$15,000.00
Picture Day	\$3,000.00
Spirit Wear	\$3,000.00
Holiday Fair	\$2,500.00
Plant Sale	\$3,500.00
Father's Day Boutique	\$500.00
School Supplies	\$1,000.00
Gifts - to EL PTA	\$0.00
TOTAL RECEIPTS	\$58,552.27
EXPENSES	
SCHOOL PROGRAMS	
Arts in Education	\$13,000.00
Assignment Planners	\$450.00
Author in Residence	\$3,500.00
Back to School Event	\$0.00
Beautification	\$500.00
Blood Drive	\$200.00
Book Vending Machine	\$500.00
Class Parent Tea	\$500.00
Field Day - Activites	\$4,000.00
Field Day - Food	\$2,000.00
Health & Wellness	\$50.00
Kindergarten Orientation	\$350.00
Newsletter	\$1,000.00
NYSSMA Medals	\$400.00
Parents as Reading Partners (PARP)	\$1,500.00
Program Enhancements	\$2,500.00
Reflections	\$400.00
Safe Halloween	\$50.00
Safety Patrol	\$125.00
Girls Social	\$500.00
Boys Social	\$500.00
Sixth Grade Parent Directory	\$200.00
Student Enhancements (grad tees, diplomas)	\$1,600.00
Student Senior Awards/NYSPTA Awards	\$2,000.00
Renee McDonald Memorial Award-\$300	
Thomas McKillop III Award-\$300	
Callow Senior Award-\$300	
Dodd Senior Award-\$300	
Lucille Iconis Senior Award-\$300	
Herbert Pluschau Senior Award-\$100	
Mary Keryc Memorial Fund-\$100	
NYSPTA Golden Oak Award-\$150	
NYSPTA Distinguished Service Award-\$75	
NYSPTA Honorary Life/Jenkins Award-\$55	
ADMINISTRATIVE	
Council Dues	\$650.00
Installation of Officers - Dinner	\$250.00
Insurance (NYSIR) Fidelity Bond	\$300.00
PTA Appreciation	\$500.00
Staff Appreciation (fall & year end)	\$900.00
Website	\$200.00
OPERATING EXPENSES	
Copy Machine	\$0.00
Equipment-organization supplies, remote mtg	\$200.00
Hospitality	\$400.00
Bank Fees (checks, deposit slips)	\$400.00
PTA Office Expenses (postage, supplies, ink,	\$250.00
Award plaque updates	\$900.00
Showcase/Board Supplies	\$75.00
PTA Marketing	\$750.00
Tax Preparation	\$250.00
LEADERSHIP TRAINING	
NYS Convention	\$500.00
Presidents/Principals Dinner	\$200.00
PTA Conferences & Workshops	\$500.00
SUB TOTAL EXPENSES	\$43,050.00
CASH CARRYOVER (Current Year)	\$15,502.27
TOTAL EXPENSES	\$58,552.27

East Lake PTA

Committee Chair Meeting

9/22/21

1. Danielle Ocuto, Co- President, opened the meeting at 7:04 PM.
2. Review of Packet
 - a. Committee Chair Guidelines
 - b. Room Requests to be submitted by Co-Presidents until further notice.
 - c. Google for Non-Profits account is available for all committees to conduct virtual meetings as needed- contact executive board for login information.
 - d. Flyers should be submitted at least 2 weeks prior to event.
3. Marketing products for all events are available in the PTA room.
4. All contracts must be signed by both Co-Presidents.
5. Approved budget for each committee will be provided at General meeting. Motions to increase committee funds were explained.
6. Review of Event Completion and Check Reimbursement forms.
7. Reminder to photograph events if possible.
8. Do not accept cash or Venmo for events- "Cheddar Up" website is preferred collection method.
9. Reminder to check Google Drive for committee members as they do change throughout the year.
10. Questions:
 - a. Holiday Party vs. End of the Year: move forward with planning for December and decide about additional party later on.
 - b. Digital vs. Paper Newsletter: Suggestion that printed version be available in classrooms or upon request, otherwise available digitally.
11. Meeting adjourned at 7:30 p.m

Approved 10/12/21

