

Marina Village Middle School PTC Board Meeting Agenda
May 17, 2022 4:30 PM
MVMS Library (in person)

I. Welcome (President: Samantha Casey)

- A. Call Meeting to order at 4:34 p.m.

II. Roll Call (Secretary: Mary Beth Seedall)

- A. In Attendance
- a. President – Samantha Casey
 - b. Principal - Levi Cambridge
 - c. V.P. - DeAnna Carnahan
 - d. Secretary – Mary Beth Seedall
 - e. Treasurer – Michelle Starkel
 - f. Financial Secretary - Caroline Beal
 - g. Fundraising/ Spirit Wear – Stephanie Hansen
 - h. Teacher Appreciation - Debra Carlson
 - i. Communications - Colleen Triana
 - j. Teacher – Christina Drever

III. Approval of Agenda for current meeting (President: Samantha Casey)

- A. Motion to approve the agenda made by Colleen Triana
B. Motion seconded by Deanna Carnahan
C. All in favor, motion approved.

IV. Approval of minutes from previous meeting (Secretary: Mary Beth Seedall)

- A. Motion to approve last month's meeting minutes made by Stephanie Hansen
B. Motion seconded by Caroline Beale
C. All in favor, motion approved.

V. MVMS Administrator's Update (Principal: Levi Cambridge)

- A. Updates - Future: Next Year's spring Golf Tournament: April 10 would be ideal to allow staff to attend. (Day after Easter/ PGE closure day. Options for Spring 2023 booking released in November 2022.)

VI. Treasurer's Report (Treasurer: Michelle Starkel)

- A. Activity (Disbursements & Deposits) see attached
- a. Library: \$13,287 for the year (\$11,900 for Part 1 of Library Refresh; will aim for Part 2 next year).
 - b. Classroom Supplies: \$7,940
 - c. Net Income to carry over: \$2,960
- B. PTC Credit Card to be used for future Communications needs.
C. Will earmark money we know will be spent next year.
D. Checks given to Karen to distribute to teachers.

VII. Fundraising (Stephanie Hansen)

- A. Chick Fil-A - turnout lower than expected.
 - a. May is difficult fundraising month and transition to App might have been factor.
- B. Graduation Lei profit: \$140, / \$5 / lei. Secured for next year too.

VIII. Publicity/Website/Communications (Colleen Triana)

- A. Connected and will transition to Tricia Johnstone for next year.
- B. Google was not ideal website host
 - a. Sam simplified Paypal/ QR Code process.

IX. Volunteer Coordinator (Ruhi Shah)

- A. Not present/ No updates

X. Spirit Wear (Stephanie Hansen)

- A. New items for next year
 - a. New T shirt for Fall, and perhaps a new hoodie if we can sell current supplies
 - b. Next year is Marina's 40th anniversary - perhaps a new logo or theme?
- B. Sell what we have in stock - fire sale
- C. We can take payment with cash, check, Square or QR code.

XI. Beautification (Katherine Spohnholz or Gina Johnston)

- A. Garden looking nice
- B. Mr. Cambridge working on a Grant for the future.

XII. Enrichment (DeAnna Carnahan)

- A. DeAnna willing to continue her position as Enrichment Chair until someone new can be trained and take the role next year.
- B. Samantha Casey nominates/ makes a motion to approve Deanna Carnahan to continue with the Enrichment Chair position for the 2022/ 2023 School year.
- B. Stephanie Hansen seconds the motion.
- C. All in favor. DeAnna Carnahan will continue her position.

XIII. Staff Appreciation (Debra Carlson)

- A. Staff Appreciation Week went very well.
 - a. Chick Fil-A warming bags made the lunch easy and safe.
- B. Budget for next year needs discussion to adjust for inflation, additional events.
 - a. More lunches throughout year would be a good change - as high perceived value.
 - b. Gifts vs. Treat Trolley

XIV. New Business (President: Samantha Casey & Vice President: DeAnna Carnahan)

- A. Upcoming Dates:
 - a. Thursday August 4: WEB Day for 6th Grade Orientation.
 - b. Possible PE clothing and textbook distribution that day.
 - c. Mr. Cambridge to follow up on possible Spirit Wear sales and SOS Fund appeal.
- B. By Laws Planning meeting - to be rescheduled.
- C. Summer Planning meeting with 2022/23 Board/ Chairs to be scheduled.

XV. Adjourn

- A. Samantha Casey motions to adjourn the meeting at 5:22 p.m.
 B. All in favor. Meeting adjourned.

Marina PTC
 2021-22 Revenue / Operating Expenses / Designated Funds

	2020 -21 Actual			YTD Activity	
Revenue					
Amazon Smiles	200.00			250.03	
Business / Parent Donations	2,257.00				
Enrichment				21,300.00	
Escrip-Raley's, Nugget, Box Tops	4.00				
Golf Tournament				40,673.47	
S.O.S. PTC Fundraiser	11,073.00			22,107.81	
Spirit Wear	1,881.00			3,656.09	
Family Night (Restaurants)	2,305.00			1,445.22	
Total Revenue	\$ 17,720.00			\$ 89,432.62	

	2020-21 Actual	2021-22 Budget	Changes	Revised 2021-22 Budget	YTD Activity	6/30/2022 Remaining
Operating Expenses						
Accounting Fee	500.00	500.00		500.00	520.00	(20.00)
Admin costs (paper, ink, binders, postage)	189.28	250.00		250.00	57.61	192.39
Beautification	-			-		-
Funraising (Operations)		1,100.00		1,100.00	251.71	848.29
PayPal/Square Fees	220.52			-		-
Funraising (Operations) - Other	810.67			-		-
License and Filing Fees	25.00	25.00		25.00	-	25.00
Mustang Pride	-	500.00		500.00	85.72	414.28
Insurance	450.00	450.00		450.00	450.00	-
PTC Sponsored Events (non-fundraising)	-	200.00		200.00		200.00
Publicity (website)	-	250.00		250.00	121.70	128.30
Fundraising Events (\$0\$)	-			-		-
Spirit Wear						
Spirit Wear Pay Pal/Square Charges	33.18	200.00		200.00	35.29	164.71
Spirit Wear - Other	1,796.10	1,500.00	1,600.00	3,100.00	3,115.74	(15.74)
Staff Appreciation	2,085.24	1,950.00	1,700.00	3,650.00	3,665.11	(15.11)
Student Planners	2,400.00	2,420.00		2,420.00	2,398.97	21.03
WEB Program	715.25	1,000.00		1,000.00	1,339.40	(339.40)
Total Operating Expenses	\$ 9,225.24	\$ 10,345.00	\$ 3,300.00	\$ 13,645.00	\$ 12,041.25	\$ 1,603.75

	2020-21 Actual	2021-22 Budget	Changes	Revised 2021-22 Budget	YTD Activity	6/30/2022 Remaining
Designated Funds						
8th Grade Promotion / Dance	\$ 1,403.25	\$ 1,500.00		\$ 1,500.00	\$ 2,616.13	\$ (1,116.13)
Art Club Fundraiser	-	286.00		286.00	88.45	197.55
Beautification Grants	467.77	1,807.00		1,807.00	1,778.81	28.19
Books for English	1,281.59		2,100.00	2,100.00	2,046.02	53.98
Digital Media Equipment	998.40				-	-
DVDs for English	71.41				-	-
Enrichment	-	600.00		600.00		600.00
Enrichment - PayPal Fees	-				26.00	(26.00)
Enrichment - Tuition Payments Instructors	-		21,885.00	21,885.00	21,885.00	-
Golf Cart	1,500.00				-	-
Golf						
Partner Comission					52.50	(52.50)
PayPal/Square Fees					717.37	(717.37)
Venue					17,589.63	(17,589.63)
Supplies/Fees					1,046.26	(1,046.26)
Guitar Storage Cart	2,204.40				-	-
Science Balances	-	3,577.00	(3,577.00)	-	-	-
Science Equipment	3,292.76	-	2,200.00	2,200.00	2,138.35	61.65
\$0\$ Funds						
Field Day Event 2021	-		4,000.00	4,000.00	2,130.00	1,870.00
Library Supplies	-	300.00	13,200.00	13,500.00	13,287.39	212.61
Pear Deck - Subscription	-	449.97		449.97	449.97	-
PE Equipment	-		400.00	400.00	85.78	314.22
Software	-		150.00	150.00	150.00	-
Speaker	77.53				-	-
Talent Show (Leadership)	222.75				-	-
Track Equipment			400.00	400.00	402.19	(2.19)
Yogurt for State Testing					-	-
Yogurt for State Testing	467.19				-	-
Teacher Classroom Supplies			8,000.00	8,000.00	7,940.83	59.17
	\$ 767.47	749.97	26,150.00	26,899.97	24,446.16	2,453.81
Total Designated Fund Budget	11,987.05	\$ 8,519.97	\$ 48,758.00	\$ 57,277.97	\$ 74,430.68	\$ (17,152.71)

Total Revenue	\$ 17,720.00
Total Expenses	\$ 21,212.29
Net Income	\$ (3,492.29)

Total Revenue	\$ 89,432.62
Total Expenses	\$ 86,471.93
Net Income	\$ 2,960.69