

Brummer Neighborhood Council PTO General Meeting Minutes

September 14th, 2023

4:30pm

Brummer Team Room

1. **Call to order** - 4:32 p.m.
2. **Approval of minutes from June 5th** (5m)
Motion to approve: Stephanie Narry
2nd: Michele Sanders
Approve: 6
Deny: 0
Abstain: 2
3. **Officers' Reports** (10m)
 - A. President's Report (Kristin Lowell)
 - Board and parent introductions
 - B. Treasurer's Report (Nikki Orton)
 - This month's income and expenses
An indoor recess kit was purchased for Mrs. Naumann. It is currently listed in the Teacher Allocation category, as all recess funding was removed from the budget, but this can be adjusted later if necessary.
We were able to purchase a new mascot costume with donations from Moll's Asphalt and Sealcoating and A+ Handyman. The mascot also has a Brummer t-shirt.
4. **Principal and Teacher's Report (Stacy Cooper)** (5m)

There was a smooth opening on the first day of school. The kids enjoyed music and bubbles as they entered the building.

The staff are trying something new called Motivational Mondays. They play motivational music, and staff have t-shirts with motivational quotes.

Thank you to the BNC for Popsicles on the Playground and for being flexible and moving the event to the front of the school, as the playground was not yet ready for children to use that day. The new playground equipment was installed and ready to go for the first full day of school, and the students have been enjoying it!

The staff appreciated the "Sip Sip Hooray" drinks provided last week.

Per Michele Sanders, many teachers have been asking about playground equipment (balls, jump ropes, etc.). The lids from the playground bins have been broken off and there is not much equipment left. There is not a budget this year for recess equipment, so they would like to further discuss how we can replenish the playground supplies. We also discussed whether there is an indoor space where the bins may be kept, or possibly a more sturdy storage option that locks and can be stored outside.
5. **Committee and Event Reports** (20m)
 - A. Splash N Blast Recap (Kristin)

- 98 people pre-registered and 18 walk-ups. It was a good turnout and we would consider holding this event again next summer.
- \$192 profit
- Chilly day - It was windy and chilly that day, which may have discouraged some people from going or staying very long.

B. Volunteer Breakfast and other opportunities (Stephanie Narry)

- Copy room, library aide, lunch monitors, events

The Volunteer Breakfast was held on Tuesday 9/12. The event was moved outdoors, to the front of the school, due to a power outage immediately before the event. There are still a lot of volunteer opportunities! There were about a dozen attendees.

The copy room has shifts available on Thursday morning and all afternoons.

There are library aide openings on Tuesday from 10:45-12:20 and Thursdays from 11:20-12:20. Lunch monitors are always needed (interested parties may speak with Mrs. Panoff in the office about being a lunch monitor).

There are multiple openings for Bobcat Bash volunteers. These are held every other Friday throughout the school year.

There will also be a lot of volunteer opportunities during the Scholastic Book Fair in October, and the Trail of Treats Halloween event. Anyone interested in volunteering can contact the BNC via email.

C. Willow Fall Fundraiser (Stephanie)

The Willow Greenhouse fundraiser ends tomorrow at midnight (9/15), with pickup scheduled for Friday 9/22 in the large Brummer parking lot. Sales are going well we and should meet or exceed what we budgeted. Total profit is \$718 - \$540 to BNC and \$178 for 5th grade camp.

Our next fundraiser with Willow Greenhouse is the winter swag sale, which begins in early November and ends at midnight on 11/17. Pickup for that is scheduled for Friday 12/1 in the large parking lot at Brummer.

D. Mabel's Labels Fundraiser (Kristin)

- Running until January 2024
- We earn 20% back on all purchases, and there is \$189.46 in profits so far.

E. Read A Thon 9/8 – 9/25

- \$16,275 raised and 33,201 minutes read as of this afternoon. We are almost halfway to our goal of raising \$40,000.
- Students have earned:
 - PJ Day – 9/15
 - Teacher Swap – this has been earned but the date is TBD.
 - Bubble Day – 9/19. This includes bubbles at drop-off, recess, and pickup, and students will be allowed to chew gum at school.
- Next incentive at \$20,000 is movie day. The BNC has purchased a movie license for Outdoor Movie Night. This covers the whole school for the year, so classrooms are ok to watch movies without copyright issues as one of the Read-A-Thon incentives. The date for this will be set when students reach the goal of \$20,000. Teachers will play a movie for about 30 minutes in their own

classroom.

- 7 classes read over 2000 minutes earning spirit day
Some parents reported that they did not receive the email from 99 pledges to set up their child's Read-A-Thon page or track minutes. Parents can be directed to email the BNC, and we will resend the email.

F. Family Movie Night 10/6 (Kristin)

- Festivities start at 5:30 – food trucks (Fun Foods and D&W), popcorn, hot cocoa, inflatable, face painting. Face paintings and use of the inflatable are free, and food items are available for purchase.
- Movie starts at 7:30 - Super Mario Bros, Elemental, and Hocus Pocus 2 are the options this year
- If students read 100,000 minutes, they get to vote on the movie (will be sent home via Google Doc to get parent approval at the same time, since movie options are PG). If students do not reach that goal, the BNC will choose the movie.
- Volunteers needed – sign up genius posted on website and FB. Volunteers can help with selling popcorn and hot chocolate, selling raffle tickets, monitoring the inflatable, monitoring restroom usage inside the school, face painting, and cleanup after the event.

We have also added a raffle this year, with multiple donations coming in. We discussed adding a raffle prize for students to have lunch with their teacher, if teachers are amenable to this.

The same night as the Outdoor Movie Night, there is a fundraiser for Mrs. Post's son/family. The dates unfortunately overlap due to the availability of the comics and openings at the venue. Mrs. Post's son has had cancer from a young age. The fundraiser is adults only, \$50 per person, held at Bakers of Milford. Doors open at 6 and the event starts at 8, which includes stand-up comedy by Tonya Murray and Norm Stulz. If parents are interested in donating to the fundraiser for Mrs. Post but are not able to attend the event, there is an option to donate money without purchasing tickets.

G. 5th Grade Committee (Nikki)

- Track shirts

Nikki is working with Mr. Troyer to choose the design for 5th grade t-shirts. They should be getting the shirts in the next month or so. Typically, the students would get the shirts near the end of the year for the 5th grade track meet. This year they will get them earlier so they can wear them more throughout the year.

Teachers are planning two field trips for the 5th graders, both in Spring 2024. There won't be a fall trip this year because they have found that the weather is too cold, making it unenjoyable for students and staff. This should allow more time for 5th grade families to fundraise.

Caryn Walker is interested in helping with the 5th Grade Committee, and

she will be in touch with Nikki.

6. Unfinished/Old Business (5m)

- A. Kiln (on order) - A new kiln has been ordered for the art department. They are waiting for some parts to come in, and then we will get an installation date.

The art teacher, Mrs. Blair, is out on maternity leave. A long term substitute, Mrs. Mitchell, is filling in.

7. New business (5m)

8. Announcements (5m)

- A. Book Fair coming up 10/12-10/20. October 12 is a teacher preview day, and October 13 is the student preview day. Classes will be shopping the book fair the following Monday 10/16, Tuesday 10/17, and Wednesday 10/18. The book fair will also be open for parents during parent/teacher conferences. Stephanie Narry is chairing the Scholastic Book Fair and she is looking for a co-chair! Amanda DeLandsheer expressed interest, and she will discuss this further with Stephanie after the meeting. Volunteers are also needed to assist students with shopping during the fair, and a sign-up genius has been posted on Facebook and on the BNC website.

- B. Conferences 10/17-10/19

- BNC providing staff dinners for the 17th and 19th

- C. Trail of Treats 10/25

- Need volunteers to decorate booths-sign up genius posted on website and FB Anyone interested in decorating a booth for Trail of Treats can email the BNC. Booths will work best with a table, canopy, or both. The BNC has some of these to lend if necessary. We are hoping to have access to a golf cart and roller carts to assist volunteers with getting their booth decorations to their spot along the walking path. Last year, some participants had to carry things a long way and we are trying to alleviate that. We will also be seeking candy donations for Trail of Treats. Last year the BNC purchased all the candy. This year due to budget cuts, Stephanie Narry is creating a "candy monster" to place in the school and request candy donations.

We plan to have a food vendor there, possibly selling hot dogs.

9. Adjournment - 5: 11

Attendees: Stephanie Narry, Kristin Lowell, Stacy Cooper, Ashlee Wonnacott, Danielle Millenbach, Amanda DeLandsheer, Tyson DeLandsheer, Michele Sanders, Nikki Orton. Caryn Walker listened in via phone.

Brummer Neighborhood Council FY 2023

Treasurer's Report

07/01/2023 - 06/30/2024

School/Teacher/Staff Support	Income	Expenses	Year to Date	Net Budget	More/-Less
Teacher & Staff Appreciation Week	-	\$72.33	-\$72.33	-\$3,250.00	\$3,177.67
Teacher & Staff Wellness Bar	-	-	-	-\$300.00	\$300.00
Teacher Conference Dinners	-	-	-	-\$1,200.00	\$1,200.00
Teacher & School Supplies	-	\$193.79	-\$193.79	-\$4,000.00	\$3,806.21
Recess Supplies (indoor & outdoor) (\$1000)	-	-	-	-	-
Teacher Allocations (\$200/teacher)	-	\$107.84	-\$107.84	-\$4,800.00	\$4,692.16
Art Dept Allocation	-	-	-	\$200.00	-\$200.00
Music Dept Allocation	-	-	-	-\$500.00	\$500.00
Media Center Allocation	-	-	-	-\$500.00	\$500.00
PE Dept Allocation	-	-	-	-\$1,000.00	\$1,000.00
Resource Room	-	-	-	-\$200.00	\$200.00
Social Work	-	-	-	-\$400.00	\$400.00
Speech	-	-	-	-\$200.00	\$200.00
Sensory Room	-	\$134.74	-\$134.74	-\$200.00	\$65.26
ESL	-	-	-	-\$200.00	\$200.00
Restorative Practices	-	-	-	-	-
Reading Recovery	-	-	-	-\$200.00	\$200.00
Field Trip Funds (\$800/grade)	-	-	-	-\$4,800.00	\$4,800.00
Ann Arbor Hands-On Museum Slime Time (Kindergarten Field Trip)	-	-	-	-\$600.00	\$600.00
Book Club Books (Grade 3-5)	-	-	-	-\$500.00	\$500.00
Community Affairs / Sunshine Fund	-	-	-	-\$500.00	\$500.00
School/Teacher/Staff Support Totals	-	-\$508.70	-\$508.70	-\$23,150.00	\$22,641.30
Student/Family/Community Support	Income	Expenses	Year to Date	Net Budget	More/-Less
Bobcat Den Support (Kona Ice truck every other year)	-	-	-	-\$2,000.00	\$2,000.00
Bobcat Community/Den T-Shirts	-	-	-	-\$1,200.00	\$1,200.00
Lending Closet	-	-	-	-\$500.00	\$500.00
Trunk or Treat (\$1000)	-	-	-	-\$500.00	\$500.00
Scholastic Book Fairs (\$800)	-	-	-	-\$200.00	\$200.00
Holiday Gift Shop	-	-	-	-\$50.00	\$50.00
Family Fun Paint Night (\$1500)	-	-	-	-	-
Summer Reading Program	-	-	-	-\$1,500.00	\$1,500.00
Popsicles on the Playground	-	\$113.68	-\$113.68	-\$300.00	\$186.32
Field Day (Opt Cut)	-	-	-	-\$1,500.00	\$1,500.00
Fall Movie Night	-	\$1,764.67	-\$1,764.67	-\$2,500.00	\$735.33
Breakfast with Your Bobcat (\$1500)	-	-	-	-	-
Volunteer Appreciation	-	-	-	-\$100.00	\$100.00

Student/Family/Community Support	Income	Expenses	Year to Date	Net Budget	More/-Less
Volunteer Breakfast	-	\$250.00	-\$250.00	-\$250.00	-
Hospitality	-	\$150.00	-\$150.00	-\$500.00	\$350.00
BNC Meeting Childcare	-	-	-	-	-
Opening Meeting Treat	-	-	-	-	-
Student Council - Pass through	-	-	-	-	-
First Responder Appreciation (\$200 - signup donations?)	-	-	-	-	-
5th Grade Sponsored Expenses					
Last Day Breakfast or Field Day Lunch (2000)	-	-	-	-\$1,500.00	\$1,500.00
Camp Scholarships	-	-	-	-\$400.00	\$400.00
Track/Year T-shirts (ask for sponsorship)	\$15.00	-	\$15.00	-\$1,300.00	\$1,315.00
5th Grade Camp	\$16.95	-	\$16.95	-\$708.80	\$725.75
4th Grade Funds toward 5th Grade camp	-	-	-	-	-
5th Grade Sponsored Expenses Totals	\$31.95	-	\$31.95	-\$3,908.80	\$3,940.75
March is Reading Month					
Author Visit	-	-	-	-\$2,500.00	\$2,500.00
Prizes/Books	-	-	-	-\$1,000.00	\$1,000.00
One School, One Book (\$3500)	-	-	-	-\$2,000.00	\$2,000.00
MIRM T-shirts & Author Books	-	-	-	-\$500.00	\$500.00
March is Reading Month Totals	-	-	-	-\$6,000.00	\$6,000.00
Assemblies					
North American Presentation (5th Grade) (Opt Cut)	-	\$375.00	-\$375.00	-\$600.00	\$225.00
Science Alive or Kensington (all school) (Opt Cut)	-	-	-	-\$2,500.00	\$2,500.00
Optional Second Assembly (800)	-	-	-	-	-
Assemblies Totals	-	-\$375.00	-\$375.00	-\$3,100.00	\$2,725.00
Family Social Events - Pass Through					
Rollerama Skate Night	-	-	-	-	-
Pinz Bowling Night	-	-	-	-	-
Summer Splash & Blast	\$464.86	\$272.00	\$192.86	-	\$192.86
Family Social Events - Pass Through Totals	\$464.86	-\$272.00	\$192.86	-	\$192.86
Student/Family/Community Support Totals	\$496.81	-\$2,925.35	-\$2,428.54	-\$24,108.80	\$21,680.26
PTO Admin					
PTO Insurance (2024-25)	-	-	-	-\$535.00	\$535.00
Zoom	-	-	-	-	-
Budget Software (Moneyminder)	-	\$179.59	-\$179.59	-\$200.00	\$20.41
Membership Toolkit Directory & Store	-	\$550.00	-\$550.00	-\$500.00	-\$50.00
Taxes & Reports	-	\$20.00	-\$20.00	-\$70.00	\$50.00
Misc - Checks, bank fees	-	-	-	-\$50.00	\$50.00
Office Copies	-	-	-	-	-

PTO Admin	Income	Expenses	Year to Date	Net Budget	More/-Less
Amazon Business Prime	-	-	-	-\$150.00	\$150.00
PTO Admin Totals	-	-\$749.59	-\$749.59	-\$1,505.00	\$755.41
Special Projects & Grants	Income	Expenses	Year to Date	Net Budget	More/-Less
Special Projects (\$5000)	-	-	-	-	-
Staff Grants (Music Web Program included) (\$5000)	-	-	-	-	-
Kiln (Opt Cut)	-	-	-	-\$4,900.00	\$4,900.00
Bobcat Mascot Costume	\$700.00	\$533.72	\$166.28	-	\$166.28
Special Projects & Grants Totals	\$700.00	-\$533.72	\$166.28	-\$4,900.00	\$5,066.28
Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Fall Read-A-Thon	\$36.78	\$1,222.57	-\$1,185.79	\$17,000.00	-\$18,185.79
Square1 Art	-	-	-	\$700.00	-\$700.00
Busch's Rewards	\$206.85	-	\$206.85	\$500.00	-\$293.15
Toarmina's Dine-to-Donate	-	-	-	\$1,500.00	-\$1,500.00
Kroger Rewards	\$551.80	-	\$551.80	\$2,000.00	-\$1,448.20
Little Caesar's Pizza Kits	-	-	-	\$1,500.00	-\$1,500.00
ShopWithScrip - RaiseRight	-	-	-	-	-
Parents' Night Out / Silent Auction	-	-	-	-	-
Spiritwear	-	-	-	\$400.00	-\$400.00
Willow Greenhouse Sales					
Fall Sale	\$2,557.28	-	\$2,557.28	\$500.00	\$2,057.28
Winter Sale	-	-	-	\$500.00	-\$500.00
Spring Sale	-	-	-	\$200.00	-\$200.00
Willow Greenhouse Sales Totals	\$2,557.28	-	\$2,557.28	\$1,200.00	\$1,357.28
Benevity Fund Donation	-	-	-	-	-
BoxTops	-	-	-	-	-
Donation	-	-	-	-	-
Playground Stencil Rental	-	-	-	-	-
Downtown Shopping Night	-	-	-	\$400.00	-\$400.00
Interest Earned	-	-	-	-	-
Monthly Dine-to-Donate Rotation	-	-	-	\$1,000.00	-\$1,000.00
Calendar Raffle	-	-	-	\$8,000.00	-\$8,000.00
Movie Night Raffle	-	-	-	\$500.00	-\$500.00
Quick-Silver Spirit Items	-	-	-	\$100.00	-\$100.00
Fundraising Totals	\$3,352.71	-\$1,222.57	\$2,130.14	\$34,800.00	-\$32,669.86
Grand Totals					
	\$4,549.52	-\$5,939.93	-\$1,390.41	-\$18,863.80	\$17,473.39

Bank Account Balances	07/01/2023	06/30/2024	Last reconciled	Summary for the Period	
Huntington Checking 2235	\$10,392.42	\$9,002.01	09/14/2023	Starting Total	\$22,942.50
Huntington Savings 2010	\$12,550.08	\$12,550.08	Never	Income	\$4,549.52
Store - 5th Grade Camp Spring 2023 Clearing Account	-	-	Never	Expenses	-\$5,939.93
				Ending Total	\$21,552.09
Store - 5th Grade Track T- Shirt Replacement Orders 2022-23 Clearing Account	-	-	Never		
Totals	\$22,942.50	\$21,552.09			
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>					

Submitted by:

Name: _____ Signature: _____ Date: _____