

PTA GENERAL MEMBERSHIP MEETING AGENDA – SEPTEMBER 9, 2021

- Welcome
- Audit Results
- Review Budget – Vote to approve
- Q&A



MARTIN PTA 2021-2022 GOAL:

TO CONNECT, UNITE, AND AMPLIFY THE GIFTS AND TALENTS OF OUR MARTIN COMMUNITY TO BENEFIT EVERY MARTIN STUDENT.

2021-2022 PRIORITIES:

- SAFETY
- ACADEMICS AND ELECTIVES
- TEACHER & STAFF APPRECIATION/SUPPORT
- ARTS AND ATHLETICS



AUDIT RESULTS

Martin Middle School Year End Audit Report - FY 2020-2021

Prepared August 19, 2021

Audit Committee: Kim Walk, Jennifer Maness

Per Uniform Bylaws:

Section 11.3 Annual financial review. By August 31 each year, the audit committee, or a certified public accountant appointed by the board shall:

- a. Examine the treasurer's year-end financial report and this local PTA's financial records (including but not limited to all depository accounts, the general ledger of receipts and expenditures, supporting documentation and checks, and records of membership dues paid); and
- b. State in writing whether or not the treasurer's year-end report is correct and shall submit that statement, with a copy of the report, to the board of directors.

The board shall review and approve the report of the audit committee or certified public accountant, and thereafter the audit committee shall use the data in the report to prepare and file the required Local PTA Year-End Report online in the NCPTA database no later than August 31. The audit committee will summarize its report to the general membership at its next meeting. The audit committee, at any time, may recommend to the board that an independent review of the financial records by a certified public accountant should be conducted.

The Audit Committee performed a thorough review of the financial records for Martin Middle School PTA for the period of July 1, 2020 – June 30, 2021 and found them to be in order and correct. The committee used a sample audit checklist provided by the NCPTA as a guide for conducting this review. A financial review confirmation was submitted through the Compliance tab on MemberHub as required by NCPTA. The checking account balance on hand as of June 30, 2021 was \$32,775.09 and the money market balance on hand as of June 30, 2021 was \$16,199.63. The audit committee shared the following recommendations:

1. Post Martin Middle School's return check policy on PTA website
2. Make General Meeting Minutes accessible to members via website
3. Maintain a copy of this report with the Treasurer notes for the next audit committee

This report shall be presented at the earliest general membership meeting of the school year.

Please reach out to us if you have any further questions.



2021-2022 MARTIN PTA BUDGET

Income:

- **Prior Year Income & Expense: 30K lower** - pandemic effect
 - No Mustang Madness, athletics, or concessions
 - Big Red & Fall fundraiser – down 10K YTY
 - Mid year 20-21 PTA amended budget – ended fiscal year in a healthy position, on par with prior years
- **21-22 Income plan on par with 19-20 year**
 - 20% reduction from 2018
 - based on BAU sports, concessions, and mustang madness

Expense:

- Expense areas based on analysis of historical actuals
- Includes line/category clean-up for simplicity
- **4 Core focus areas:**
 - Safety
 - Academics and Electives
 - Teacher & Staff Appreciation/Support
 - Arts and Athletics
- **NEW** Fall Fundraiser Focus Item, working to prioritize needs:
 - Teachers – need monitors in rooms \$1500 per
 - Water bottle filler stations - \$1200 per
 - Other Pandemic safety associated needs TBD

Prior Year Balance (as of July 1, 2021)	\$48,974.72
Operating Reserve	\$20,000.00
General Fund	\$28,974.72

INCOME	
Fundraisers	
Fall Fundraiser	32000
Big Red Club Membership	10000
Events/Sales	
Mustang Madness	12000
Spirit Wear	10000
Concessions	4500
8th Grade Celebrations	2500
Other Income	
PTA Membership Dues	4000
Corporate Contributions	1500
General Fund Donation	101
Interest Income	25
NC Sales Tax Refund	3000
Unapplied Cash Payment (from prior year)	3161
TOTAL INCOME	\$82,787

EXPENSE	
Operations and Fundraising	\$22,420
Fundraisers	
Fall Fundraiser	400
Big Red Club Membership	150
Events/Sales	
Mustang Madness	3500
Spirit Wear	9000
Concessions	2500
8th Grade Celebrations	2500
Other Income - Expenses	
NC PTA Dues	1100
Wake County PTA Membership	50
Summer Mailing	2070
PTA Operations	1100
Bank Fees	50
Academics and Electives	\$29,500
Classroom Stipend	10000
Student Agendas	3200
School Improvement & Cultural Arts	5500
Author Events	2000
Academic Elective Funding & Magnet	2000
Student Academic Activities	1650
Student Academic Recognition	1500
Media Center Grant	1500
PE Department Grant	500
Character Education	500
Facilities/ Building & grounds	250
Counseling and Student Services	250
World Languages Night	250
National PTA Reflections Contest	200
Illusions - ELA	200
Athletics & Arts Program	\$9,000
Athletics Program Funding	5000
Arts Program Funding	4000
Staff Support & Appreciation	\$9,525
Hospitality	4500
Teacher-Staff Appreciation	2500
Back to School	1000
Staff Development	1000
Teacher of the Year Award	400
Bus Driver Appreciation	125
Special Focus Needs & Contingency	\$12,342
Fall Fundraiser Focus: Pandemic Safety and/or Technology	10000
Contingency Spending	1592
Principal Discretionary Fund	750
TOTAL EXPENSE	\$82,787
NET OPERATING INCOME	0



THANK YOU!

- Our first expanded dining area is almost complete!
- All tables requested have been pledged/ ordered!
- Only 17 chairs to go!



HOW YOU CAN HELP

- 1) **Join the PTA meeting tonight @ 7:40 & vote on the budget** ✓

- 2) **Give \$ - 2 primary fundraisers;**
 - No-fuss Fall Fundraiser - October 15- 25
 - Big Red Membership - NOW runs all year - athletics and arts focus

- 3) **Offer your Time and Talents:** There is something for everyone!

Email ContactUs@martinpta.com

**Help us to AMPLIFY the gifts and talents of our Martin
community to benefit every Martin student**

