

TREASURER'S REPORT

Clayton School District PTO Council November 9, 2023

Financial results through November 1, 2023:

- ☐ As expected – see attached MoneyMinder reports for budget status and transactions
- ☐ PTO Council has \$7,592.49 in the bank as of 11/1/23
- ☐ Proceeds of \$4,469.60 from conference week Food & Essentials drive have been transferred to the Clayton School District for use by CSD social workers

Other activities:

- ☐ Working with school PTOs to provide financial data for last fiscal year to the CSD accountant; this is step one in preparing PTO Council's annual IRS filing

PTO Council FY 2023

Treasurer's Report

08/01/2023 - 11/01/2023

Contributions/Gifts for PTO	Income	Expenses	Year to Date	Net Budget	More/-Less
Donations for School PTOs	\$124.28	\$124.28	-	-	-
Donations for PTO Council	\$72.00	-	\$72.00	\$350.00	-\$278.00
Contributions/Gifts for PTO Totals	\$196.28	-\$124.28	\$72.00	\$350.00	-\$278.00
Food and Essentials Drive for Clayton Schools	Income	Expenses	Year to Date	Net Budget	More/-Less
Donations for food drive	\$5,059.50	\$4,901.77	\$157.73	\$25.00	\$132.73
Store - Food & Essentials Drive for Clayton Schools Fees	-	\$157.73	-\$157.73	-\$25.00	-\$132.73
Food and Essentials Drive for Clayton Schools Totals	\$5,059.50	-\$5,059.50	-	-	-
Dues from School PTOs	Income	Expenses	Year to Date	Net Budget	More/-Less
Family Center PTO	\$500.00	-	\$500.00	\$500.00	-
Captain PTO	-	-	-	\$500.00	-\$500.00
Glenridge PTO	\$500.00	-	\$500.00	\$500.00	-
Meramec PTO	\$500.00	-	\$500.00	\$500.00	-
Wydown PTO	\$500.00	-	\$500.00	\$500.00	-
CHS PTO	-	-	-	\$500.00	-\$500.00
Dues from School PTOs Totals	\$2,000.00	-	\$2,000.00	\$3,000.00	-\$1,000.00
Other Income	Income	Expenses	Year to Date	Net Budget	More/-Less
Unclaimed Property from State of Missouri	\$250.00	-	\$250.00	\$300.00	-\$50.00
Other Income Totals	\$250.00	-	\$250.00	\$300.00	-\$50.00
Program Services	Income	Expenses	Year to Date	Net Budget	More/-Less
Back to School Bash	\$240.00	\$504.99	-\$264.99	-\$145.00	-\$119.99
Program Services Totals	\$240.00	-\$504.99	-\$264.99	-\$145.00	-\$119.99
Administrative Expenses	Income	Expenses	Year to Date	Net Budget	More/-Less
Accounting Software (MoneyMinder)	-	-	-	-\$1,700.00	\$1,700.00
Accountant Fees for IRS Reporting	-	-	-	-\$750.00	\$750.00
Office Supplies	-	-	-	-\$20.00	\$20.00
Delivery & Postage	-	-	-	-\$20.00	\$20.00
Secretary of State Fees	-	-	-	-\$50.00	\$50.00
Insurance					
Commercial General Liability	-	-	-	-\$200.00	\$200.00
Extended Medical Payments	-	-	-	-\$130.00	\$130.00
Professional Liability (Directors and Officers)	-	-	-	-\$80.00	\$80.00
Fidelity Bond (Crime)	-	-	-	-\$150.00	\$150.00
Insurance Totals	-	-	-	-\$560.00	\$560.00
Administrative Expenses Totals	-	-	-	-\$3,100.00	\$3,100.00

Store Fees	Income	Expenses	Year to Date	Net Budget	More/-Less
Store - PTO dues and BTSB contributions Fees	-	\$2.83	-\$2.83	-	-\$2.83
Store Fees Totals	-	-\$2.83	-\$2.83	-	-\$2.83
Grand Totals					
	\$7,745.78	-\$5,691.60	\$2,054.18	\$405.00	\$1,649.18

Bank Account Balances	08/01/2023	11/01/2023	Last reconciled	Summary for the Period	
US Bank Checking	\$5,538.31	\$7,592.49	10/31/2023	Starting Total	\$5,538.31
Store - Food & Essentials	-	-	11/01/2023	Income	\$7,745.78
Drive for Clayton Schools				Expenses	-\$5,691.60
Clearing Account				Ending Total	\$7,592.49
Store - PTO dues and BTSB	-	-	11/01/2023		
contributions Clearing					
Account					
Totals	\$5,538.31	\$7,592.49			
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>					

Submitted by:

Name: _____ Signature: _____ Date: _____

PTO Council FY 2023

08/01/2023 - 07/31/2024

Date	Reference	From/To	Deposit	Withdrawal	Balance
08/01/2023		Balance as of 08/01/2023			\$5,538.31
08/16/2023	Zelle	 Jennifer Abeles <i>Memo: Reimbursement for PTO banner purchased for Back-to-School Bash</i>		-\$64.99 ✓	\$5,473.32
08/17/2023	1196 VOID	 Joel Ruprecht VOID <i>Memo: Check written for \$360 for Joel's DJ services at Back-to-School Bash on August 17, 2023. Jenny Abeles ended up paying Joel with Venmo, and shredded this check.</i>		\$0.00 ✓	\$5,473.32
08/17/2023	Zelle	 Jennifer Abeles <i>Memo: Reimbursement for payment to DJ at Back-to-School Bash on August 17, 2023. Contracted fee of \$300 plus \$60 tip.</i>		-\$360.00 ✓	\$5,113.32
08/31/2023	1197	 Jessica Graetz <i>Memo: One food truck (Wayno's) at Back-to-School Bash did not make its minimum gratuity. Jessica paid difference in cash at the event.</i>		-\$80.00 ✓	\$5,033.32
09/05/2023	null	 Transfer from Store - Food & Essentials Drive for Clayton Schools Clearing Account	\$432.17 ✓		\$5,465.49
09/07/2023	1198	Clayton School District <i>Memo: Transferring donations to "Back to School Food and Essentials Drive" to District for use by District social workers.</i>		-\$432.17 ✓	\$5,033.32
09/29/2023	Deposit	 Benevity <i>Memo: Parent donation for CHS PTO</i>	\$24.28 ✓		\$5,057.60
10/03/2023	Deposit	---split--- <i>Memo: Zelle transfer from Meramec PTO: \$500 for PTO dues and \$60 for BTSB contribution</i>	\$560.00 ✓		\$5,617.60
10/03/2023	Deposit	---split--- <i>Memo: Zelle transfer from Family Center PTO: \$500 for PTO dues and \$60 for BTSB contribution</i>	\$560.00 ✓		\$6,177.60
10/13/2023	1199	CHS PTO <i>Memo: Forwarding Benevity donation</i>		-\$24.28 ✓	\$6,153.32
10/13/2023	Deposit	 Treasurer of the State of Missouri <i>Memo: Recovered unclaimed property</i>	\$250.00 ✓		\$6,403.32
10/23/2023	Deposit	 CyberGrants <i>Memo: Stifel match for Wydown PTO</i>	\$100.00 ✓		\$6,503.32
10/23/2023	Deposit	---split--- <i>Memo: Check from Wydown PTO: \$500 for PTO dues and \$60 for BTSB contribution</i>	\$560.00 ✓		\$7,063.32
10/31/2023	null	 Transfer from Store - Food & Essentials Drive for Clayton Schools Clearing Account	\$4,469.60		\$11,532.92
10/31/2023	null	 Transfer from Store - PTO dues and BTSB contributions Clearing Account	\$557.17		\$12,090.09
10/31/2023	1200	Wydown PTO <i>Memo: Forwarding matching donation from Stifel</i>		-\$100.00	\$11,990.09
11/01/2023	1201	Clayton School District <i>Memo: Transferring donations to Food and Essentials Drive to District for use by District social workers.</i>		-\$4,469.60	\$7,520.49
11/01/2023	Deposit	YourCause <i>Memo: Matching donation from Mastercard via YourCause. Donor is anonymous; no school PTO information provided.</i>	\$72.00		\$7,592.49

Date	Reference	From/To	Deposit	Withdrawal	Balance
Totals			\$7,585.22	-\$5,531.04	