

**Springer Family Association
Executive Board Meeting
Tuesday, August 28, 2018 – 11:00AM**

- I. **Call to order** – Jason Heller at 11:00am
- II. **Attendance** – Kathy Heller. In attendance: Jason Heller, Kathy Heller, Christy Tobin and Kim Williams
- III. **Approval of June executive committee meeting minutes** – Christy Tobin and Jason Heller
- IV. **2018-2019 budget** (*Jason Heller*):
 - a. 2017 Annual Report was filed with the State of DE – filing fee was \$20
 - b. The 990-N was filed with the IRS for the fiscal year ending 6/30/2018
 - c. Starting the new year with \$5700 in bank
 - d. New budget reviewed - motion made to accept budget by Christy Tobin, seconded by Kim Williams. The approved budget is attached.
- V. **Spirit Wear**
 - a. New design reviewed for new t-shirt and hoodie. Cost will be higher due to multiple color printing on shirt. Discount if we guarantee a minimum of 100 pieces. Hoodie will be sold at \$26 and t-shirt \$15. Motion made by Kathy Heller to approve minimum of 100 pieces and prices. Seconded by Kim Williams
 - b. Existing spirit wear – It was decided that we have too many items we are stocking which is causing confusion and lost time with organization. The board decided to eliminate pink V-neck t-shirt and pink hoodie. Long sleeve t-shirts, sweatpants and pink t-shirt will be available only on the annual order form. We will not stock extras of these for table sales. Table sales will only be stocked with blue/grey hoodie, blue/grey existing t-shirts and new design black shirts and hoodies.
 - c. Spirit wear order form will be sent home Wednesday, September 12, due back October 1st.
 - d. Suggestion made for a free cinch sack on any order over \$50 – approved by Jason Heller and Christy Tobin
- VI. **Joe Corbi's fundraiser**
 - a. Will go home with students Wednesday, August 12 with spirit wear order, due back October 1st.
- VII. **Membership forms** – to go home with students first day of school. Kim will talk to Mrs. B about putting them in the packets of other paperwork that goes home with students for parents.
- VIII. **Welcome Back Teacher luncheon**
 - a. Due to decrease in starting funds this year, suggestion made to do a welcome back breakfast. Will make pancakes and sausage, have pastries, yogurt, fruit, coffee and drinks. Will put on SFA Facebook page asking members for donations of breakfast items as soon as the date is confirmed with Dr. Woodson.

- b. Tentative date - Friday September 7. Jason to email Dr Woodson for approval of date and suggested time.

IX. Adjourn 12:15

Springer Middle School Family Association, Inc.

BUDGET OVERVIEW: 2018-2019 SCHOOL YEAR - FY19 P&L

July 2018 - June 2019

	TOTAL
Income	
8th Grade Dance Income	3,000.00
Card Processing Fee Offset	25.00
Donations	500.00
Amazon Smile Donation	140.00
Barnes & Noble Book Fair	1,050.00
Box Tops	500.00
Restaurant Nights	1,000.00
Total Donations	3,190.00
Joe Corbi's Income	6,000.00
Membership	1,500.00
Snack Shack Income	1,000.00
Spirit Wear Income	5,000.00
Total Income	\$19,715.00
GROSS PROFIT	\$19,715.00
Expenses	
8th Grade Dance Expense	2,900.00
Joe Corbi's Expense	5,000.00
Mini Grants Awarded	4,000.00
Operating Expenses	
Insurance	385.00
Legal & Professional Services	200.00
Office & Admin Expenses	250.00
Other Business Expenses	100.00
Square Fees	50.00
Taxes & Licenses	30.00
Total Operating Expenses	1,015.00
Snack Shack Expense	800.00
Spirit Wear Expense	4,000.00
Teacher Appreciation Expense	2,000.00
Total Expenses	\$19,715.00
NET OPERATING INCOME	\$0.00
NET INCOME	\$0.00