PTO Board Meeting

March 19th, 2019 5:15pm

Present: see attached sign in sheet

* Introductions
* Beth Aubrey began the meeting with a discussion about the recent PTO theft. Miranda Freeman received the first call from the bank regarding fraud (Miranda was still listed as a contact on the account.) Miranda sent an email to Beth, Kimberly and Pat. Kimberly then contacted the bank and was told that several large withdrawals had recently been made. Pat then reported that her PTO debit card was missing. The debit card was cancelled and a police report filed that day. Beth and Kim went to the bank to share the police report information. An emergency board meeting was scheduled which included Dr. Hogans. A letter was drafted to send to families about what had happened (with the help of the DPS communications department.) We were notified by the bank that the funds would not be returned because of negligence (the PIN number had been kept with the debit card.) A second letter was drafted with the help of Dr. Hogans. The person who stole the debit card has gone to court and was charged but the case has been continued until April 8th. The PTO board is hoping to be awarded restitution of the stolen funds by the court. We are hoping that a decision will be made by the next board meeting which is also on April 8th.
* Several questions were asked including:

1. How does this situation affect future board members? There will be no more debit cards only a 2 signature check system. The current debit card will be used though the end of the school year to assist with already scheduled events.
2. How much money was stolen? $1800. Beth explained that PTO carries a “buffer” (approx. $3200) meaning that the missing funds shouldn’t affect any PTO sponsored events for the remainder of the school year.
3. Will this person be allowed on campus? Dr. Hogans indicated that nothing formal has been instituted limiting this person’s access to the campus/ building. However, there may be restrictions that come from the court.
4. Have we noticed any decrease in the number of parents volunteering/ donating to the school? No impact noticed. Actually the recent quarter auction surpassed its goal as did the spring book fair.

* It was suggested that the new PTO board (2019-2020) update operating procedures (how to operate without a debit card.)
* Beth reminded everyone that 2 people always count money. She and Kimberly must physically go into the bank to withdraw money.
* The old board along with the new board will need to work together to switch account information. The account number should remain the same just with new users added.
* Nominations for next year: extend the nomination period if needed. Get new board in place before the April board meeting.