

# Sand Creek P.T.O. Treasurer's Report

February 2018

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## Summary

### Cash and Cash Equivalents

General Fund \$42,937.51

### Less Current Liabilities

2017 Fall booth sales \$14,257  
 2018 Fall booth sales \$ 7,807

Net Available after Current Liabilities \$20,874

### **2017/18 BUDGET**

Account	2017/18 Budgeted Income	2017/18 Budgeted Expense	YTD Income	YTD Expense
Accounting Fees - expense		\$ 500		\$ 155
Aggie Grant Fund - expense		\$ 2,000		\$ 220
Donations-income / Contributions-expense	\$ 500	\$ 500	\$ 750	\$ 30
2017 Craft Show Fall Income* / Expense	\$ 15,000	\$ 3,000	\$ 9,748	\$ 2,814
2017 Craft Show Fall Kitchen Income / Expense	\$ 3,000	\$ 2,000	\$ 4,471	\$ 1,945
2018 Craft Show Fall Income / Expense			\$ 7,807	
Cutting Board Fundraiser			\$ 2,595	\$ 1,905
Donuts with Dad - Expense		\$ 500		
Family Night Event - movie, ice/roller skating		\$ 750		
Fun Night Income / Expense	\$ 10,000	\$ 2,000	\$ 1,500	\$ 50
Muffins with Mom - expense		\$ 500		
Open House - Expense	\$ -	\$ 500		\$ 48
Paint Night Fundraiser/Expense			\$ 1,026	\$ 276
Santa Shop Income / Expense			\$ 5,167	\$ 4,066
Scholarship Contribution - Expense		\$ 2,000		
Supplies Expense		\$ 300		\$ 72
Staff Appreciation Expense		\$ 800		
Teacher Mini-Grants		\$ 13,000		\$ 12,015
Totals	\$ 28,500	\$ 28,350	\$ 33,064	\$ 23,596

\* Add \$10,059. for booth sales occurring 11/16-06/17.

Projected Balance after 2017/18 Income & Expenses \$21,024  
 (net available + Budget income - Budget expenses)

## Sand Creek PTO Reconciliation Detail

General Fund, Period Ending 02/28/2018

Type	Date	Num	Name	Clr	Amount	Balance
						<b>42,937.51</b>
<b>Cleared Transactions</b>						
<b>Checks and Payments - 5 items</b>						
Check	01/28/2018	4622	Lisa Kay	√	-173.77	-173.77
Check	01/31/2018	4623	Lynda Bragg	√	-101.73	-275.50
Check	02/15/2018	4626	Sand Creek Schools	√	-133.70	-409.20
Check	02/15/2018	4627	Sand Creek Schools	√	-117.50	-526.70
Check	02/15/2018	4625	Sand Creek Schools	√	-94.08	-620.78
Total Checks and Payments					-620.78	-620.78
<b>Deposits and Credits - 12 items</b>						
Deposit	02/01/2018			√	40.00	40.00
Deposit	02/01/2018			√	120.00	160.00
Deposit	02/01/2018			√	317.00	477.00
Deposit	02/01/2018			√	500.00	977.00
Deposit	02/02/2018			√	200.00	1,177.00
Deposit	02/02/2018			√	1,045.00	2,222.00
Deposit	02/06/2018			√	60.00	2,282.00
Deposit	02/06/2018			√	529.40	2,811.40
Deposit	02/07/2018			√	250.00	3,061.40
Deposit	02/21/2018			√	515.00	3,576.40
Deposit	02/27/2018			√	250.00	3,826.40
Deposit	02/27/2018			√	250.00	4,076.40
Total Deposits and Credits					4,076.40	4,076.40
Total Cleared Transactions					3,455.62	3,455.62
					3,455.62	46,393.13
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 2 items</b>						
Check	01/31/2018	4621	Michigan State Industries		-1,905.00	-1,905.00
Check	01/31/2018	4624	Natalie Benko		-56.85	-1,961.85
Total Checks and Payments					-1,961.85	-1,961.85
Total Uncleared Transactions					-1,961.85	-1,961.85
					1,493.77	44,431.28
<b>New Transactions</b>						
<b>Checks and Payments - 3 items</b>						
Check	03/06/2018	4630	Sand Creek Schools		-1,684.18	-1,684.18
Check	03/06/2018	4628	Sand Creek Schools		-1,125.00	-2,809.18

**Sand Creek PTO**  
**Reconciliation Detail**  
General Fund, Period Ending 02/28/2018

Type	Date	Num	Name	Clr	Amount	Balance
Check	03/06/2018	4629	Sand Creek Schools		-240.00	-3,049.18
Total Checks and Payments					-3,049.18	-3,049.18
<b>Deposits and Credits - 8 items</b>						
Deposit	03/05/2018				200.00	200.00
Deposit	03/05/2018				250.00	450.00
Deposit	03/06/2018				50.00	500.00
Deposit	03/06/2018				100.00	600.00
Deposit	03/06/2018				250.00	850.00
Deposit	03/07/2018				50.00	900.00
Deposit	03/07/2018				100.00	1,000.00
Deposit	03/07/2018				150.00	1,150.00
Total Deposits and Credits					1,150.00	1,150.00
Total New Transactions					-1,899.18	-1,899.18
					<b>-405.41</b>	<b>42,532.10</b>

**Sand Creek PTO**  
**Balance Sheet**  
As of February 28, 2018

Feb 28, 18

**ASSETS**

Current Assets

Checking/Savings

General Fund 44,431.28

Total Checking/Savings 44,431.28

Other Current Assets

Cash Box -500.00

Total Other Current Assets -500.00

Total Current Assets 43,931.28

**TOTAL ASSETS 43,931.28**

**LIABILITIES & EQUITY**

Liabilities

Current Liabilities

Other Current Liabilities

Deposits - Booth Rental

Booth Rental Fall 2017 14,213.00

Booth Rental Fall 2018 7,807.00

Total Deposits - Booth Rental 22,020.00

Total Other Current Liabilities 22,020.00

Total Current Liabilities 22,020.00

Total Liabilities 22,020.00

Equity

Fund Balance - Restricted 1,036.13

Opening Bal Equity 75,799.85

Retained Earnings (Retained Earnings) -48,086.35

Net Income -6,838.35

Total Equity 21,911.28

**TOTAL LIABILITIES & EQUITY 43,931.28**

**Sand Creek PTO**  
**Profit & Loss**  
February 2018

	<u>Feb 18</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Fun Night</b>	
<b>Contributions</b>	<u>750.00</u>
<b>Total Fun Night</b>	750.00
<b>Fundraiser</b>	<u>1,066.40</u>
<b>Total Income</b>	1,816.40
<b>Expense</b>	
<b>Craft Show 2017</b>	<u>345.28</u>
<b>Total Expense</b>	<u>345.28</u>
<b>Net Ordinary Income</b>	<u>1,471.12</u>
<b>Net Income</b>	<u><u>1,471.12</u></u>

**Sand Creek PTO  
Deposit Detail  
February 2018**

Type	Date	Name	Memo	Account	Amount
<b>Deposit</b>	<b>02/01/2018</b>		<b>Deposit</b>	<b>General Fund</b>	<b>500.00</b>
		Paint Night Fundraiser	Paint Night Cash Box Replenishment	Cash Box	-500.00
TOTAL					-500.00
<b>Deposit</b>	<b>02/01/2018</b>		<b>Deposit</b>	<b>General Fund</b>	<b>317.00</b>
		Paint Night Fundraiser	Deposit	Fundraiser	-317.00
TOTAL					-317.00
<b>Deposit</b>	<b>02/01/2018</b>		<b>Deposit</b>	<b>General Fund</b>	<b>120.00</b>
		Paint Night Fundraiser	Paint Night Fundraiser - @ door registrations	Fundraiser	-120.00
TOTAL					-120.00
<b>Deposit</b>	<b>02/01/2018</b>		<b>Deposit</b>	<b>General Fund</b>	<b>40.00</b>
		Cutting Board Fundraiser	Cutting Board Fundraiser	Fundraiser	-40.00
TOTAL					-40.00
<b>Deposit</b>	<b>02/02/2018</b>		<b>Deposit</b>	<b>General Fund</b>	<b>1,045.00</b>
		CRAFT SHOW FALL 2018	2018 Craft Show Booth Rental	Booth Rental Fall 2018	-1,045.00
TOTAL					-1,045.00
<b>Deposit</b>	<b>02/02/2018</b>		<b>Deposit</b>	<b>General Fund</b>	<b>200.00</b>
		CRAFT SHOW FALL 2018	2018 Craft Show Booth Rental	Booth Rental Fall 2018	-200.00
TOTAL					-200.00
<b>Deposit</b>	<b>02/06/2018</b>		<b>Deposit</b>	<b>General Fund</b>	<b>60.00</b>
		Paint Night Fundraiser	Paint Night Fundraiser - office registrations	Fundraiser	-60.00
TOTAL					-60.00

## Sand Creek PTO Deposit Detail February 2018

Type	Date	Name	Memo	Account	Amount
<b>Deposit</b>	<b>02/06/2018</b>		<b>Deposit</b>	<b>General Fund</b>	<b>529.40</b>
		Paint Night Fundraiser	Family Paint Night Registration - My School Bucks	Fundraiser	-529.40
TOTAL					<u>-529.40</u>
<b>Deposit</b>	<b>02/07/2018</b>		<b>Deposit</b>	<b>General Fund</b>	<b>250.00</b>
		Fun Night	2018 Fun Night Corporate Sponsor - TLC	Contributions	-250.00
TOTAL					<u>-250.00</u>
<b>Deposit</b>	<b>02/21/2018</b>		<b>Deposit</b>	<b>General Fund</b>	<b>515.00</b>
		CRAFT SHOW FALL 2018	2018 Craft Show Booth Rental	Booth Rental Fall 2018	-515.00
TOTAL					<u>-515.00</u>
<b>Deposit</b>	<b>02/27/2018</b>		<b>Deposit</b>	<b>General Fund</b>	<b>250.00</b>
		Fun Night	Fun Night Sponsor - Old National Bank	Contributions	-250.00
TOTAL					<u>-250.00</u>
<b>Deposit</b>	<b>02/27/2018</b>		<b>Deposit</b>	<b>General Fund</b>	<b>250.00</b>
		Fun Night	Fun Night Sponsor - Level One	Contributions	-250.00
TOTAL					<u>-250.00</u>

# Sand Creek PTO Check Detail February 2018

Type	Num	Date	Name	Memo	Account	Paid Amount
Check	4625	02/15/2018	Sand Creek Schools		General Fund	
				2017 Craft Show Expense - Clear Floor Tape	Craft Show 2017	-94.08
						<u>-94.08</u>
Check	4626	02/15/2018	Sand Creek Schools		General Fund	
				2017 Craft Show - Overnight Security	Craft Show 2017	-133.70
						<u>-133.70</u>
Check	4627	02/15/2018	Sand Creek Schools		General Fund	
				2017 Craft Show - copies, lam, posters	Craft Show 2017	-117.50
						<u>-117.50</u>