

Holliston PTSA

Treasurer's Report

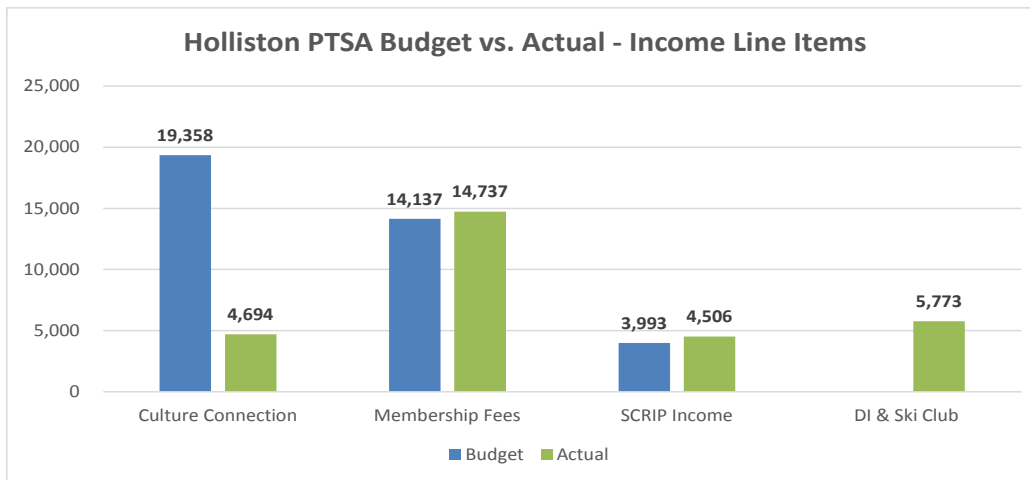
January 14, 2015
Authored by: Ray Oquendo

Holliston PTSA

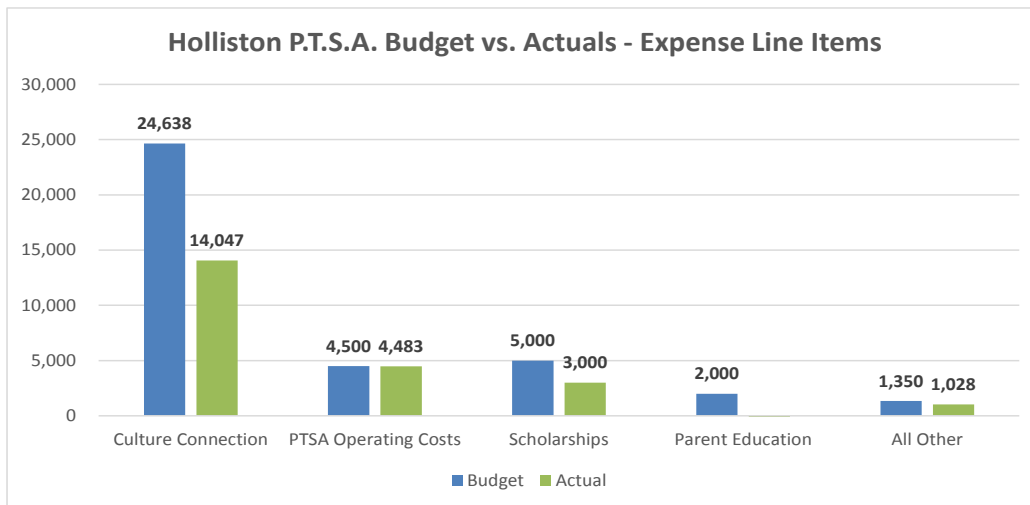
Treasurer's Report

Budget Summary

On the income side, the budget was previously presented in four major areas. The budget for Culture Connection, Membership Fees, SCRIP and Destination Imagination plus Ski Club together is \$37,488. The actual income to date is \$29,710. See the summary chart.



On the expense side, the budget was previously presented in five major areas. The budget for Culture Connection, PTSA Operating, Scholarships, Parent Education and All Other was also \$37,488. The actual expense to date is \$22,467. See the summary chart below.



See Exhibit 1 from Quickbooks for details.

Balance Sheet

PTSA has approximately \$145.8k as of this report. The breakdown is as follows. See Exhibit 2 from Quickbooks for details.

Elementary	\$42.4
Middle	10.0
High	9.7
Playground	7.1
Town-wide	<u>76.6</u>
Total	\$145.8

Profit and Loss for 2015

PTSA has a net profit of \$23.5k as of this report. The breakdown is as follows. See Exhibit 3 from Quickbooks for details.

	Elementary	Middle	High	Town-wide	Total
Income	\$38.5	\$9.5	\$10.5	\$29.7	\$88.2
Expense	25.5	6.1	10.6	22.5	64.7
Net P/L	13.0	3.4	(0.1)	7.2	23.5

SCRIP

Post the holiday selling period, we are down to 300 cards valued at \$7,540 dollars. We started with 458 cards valued at \$11,594 dollars. Quickbooks reflected \$551 dollars in deposits prior to this season's selling period. We sold an additional \$3,955 dollars in cards. The slight difference between the beginning and ending SCRIP card values is a combination of cards which have expired worthless, cards for stores that have gone out of business and some minor differences in the sales records. See Exhibit 4 for an updated inventory list and matching SCRIP sales form.

Vanguard

No update since the last report.

Tax

The work to complete the 1099 filings is in progress.

Guidelines and requirements can be found at <http://www.irs.gov/pub/irs-pdf/i1099msc.pdf>. I have asked all the Treasurer's to review activity in 2014 and to request Tax ID's or W-9 forms as necessary. The 2015 individual filings are due February 2, 2015 and the IRS form is due on March 2, 2015.

Holliston P.T.S.A.
FY2015 Income and Expense Budget vs. Actuals

(accrual basis)

	<u>Budget</u>	<u>Actuals</u>	<u>Difference</u>
CC-Elementary			
Auction - Baskets	14,674.00	0.00	14,674.00
Grants-Holliston Arts	2,504.00	2,504.00	0.00
Grants - Newcomers	1,100.00	1,100.00	0.00
PTSA Memberships to CC	360.00	363.00	(3.00)
Culture Connection - Elementary	<u>(18,638.00)</u>	<u>(10,967.00)</u>	<u>(7,671.00)</u>
CC-Elementary	0.00	(7,000.00)	7,000.00
PTSA Memberships to CC	720.00	727.00	(7.00)
Culture Connection - Middle	(4,000.00)	(3,080.00)	(920.00)
Culture Connection - HS	<u>(2,000.00)</u>	<u>0.00</u>	<u>(2,000.00)</u>
Middle & HS Culture Connection	(5,280.00)	(2,353.00)	(2,927.00)
Total Culture Connection	<u>(5,280.00)</u>	<u>(9,353.00)</u>	<u>4,073.00</u>
Annual Operating Costs			
Bank Interest	222.00	171.14	50.86
Bank and Service Charges	(160.00)	(105.90)	(54.10)
Insurance	(200.00)	(165.00)	(35.00)
MASS PTSA Dues	(1,161.00)	(1,611.00)	450.00
Operating Expense	(900.00)	(535.77)	(364.23)
Paypal Expense	(486.00)	(426.02)	(59.98)
Quickbooks Software	(350.00)	(399.71)	49.71
Stripe & Squarespace Expense	(325.00)	(270.28)	(54.72)
Tax related	<u>(1,140.00)</u>	<u>(1,140.00)</u>	<u>0.00</u>
Total General & Administrative	(4,500.00)	(4,482.54)	(17.46)
Budgeted Programs			
Back to School Breakfast	(155.00)	(152.88)	(2.12)
HS Grants - Current Year	(875.00)	(875.00)	0.00
Newsletter	0.00	0.00	0.00
Parent Education	(2,000.00)	90.00	(2,090.00)
Reflections	(120.00)	0.00	(120.00)
Scholarships	(5,000.00)	(3,000.00)	(2,000.00)
Teacher Appreciation	(200.00)	0.00	(200.00)
Budgeted Programs	<u>(8,350.00)</u>	<u>(3,937.88)</u>	<u>(4,412.12)</u>
Total CC, Budgeted, and Operating	<u>(18,130.00)</u>	<u>(17,773.42)</u>	<u>(356.58)</u>
Membership Dues	14,137.00	14,737.00	(600.00)
Net SCRIP Activity	3,993.00	4,506.00	(513.00)
Net Operating Costs	<u>0.00</u>	<u>1,469.58</u>	<u>(1,469.58)</u>
Destination Imagination	0.00	30.00	(30.00)
SKI PROGRAM	0.00	5,743.00	(5,743.00)
TOTAL TOWNWIDE ACTIVITY	0.00	7,242.58	(7,242.58)
TOWNWIDE PAYABLE TO SCHOOLS		25.00	
QUICKBOOKS NET PROFIT/(LOSS)		7,267.58	
GROSS RECEIPTS	37,488.00	29,710.00	13,551.00
GROSS EXPENSE	(37,488.00)	(22,467.42)	(15,020.58)
NET PROFIT/LOSS	0.00	7,242.58	(1,469.58)

Holliston P.T.S.A.
Balance Sheet
As of January 14, 2015

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Elementary PTSA - TDBank	42,408.86
High School PTSA - TDBank	9,738.58
Middle School PTSA - TDBank	9,948.53
Townwide PTSA - TDBank	112,746.76
Vanguard Money Market	22,945.97
yPlayground - TDBank	7,131.61
Total Bank Accounts	\$ 204,920.31
Total Current Assets	\$ 204,920.31
TOTAL ASSETS	\$ 204,920.31
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	59,120.00
Total Accounts Payable	\$ 59,120.00
Total Current Liabilities	\$ 59,120.00
Total Liabilities	\$ 59,120.00
Equity	
Opening Bal Equity	110,800.81
Retained Earnings	11,487.17
Net Income	23,512.33
Total Equity	\$ 145,800.31
TOTAL LIABILITIES AND EQUITY	\$ 204,920.31

Sunday, Jan 11, 2015 09:26:52 AM PST GMT-5 - Accrual Basis

EXHIBIT 3

**Holliston P.T.S.A.
Profit and Loss
September 2014 - August 2015
Accrued Basis**

	Elementary School	High School	Middle School	Playground	PTSA Master	TOTAL
Income						
Annual Membership - Inflow						0.00
Membership Fee					14,737.00	14,737.00
Membership-Elementary	1,951.00				0.00	1,951.00
Membership-High School		894.00			10.00	904.00
Membership-Middle School			983.00		15.00	998.00
Total Annual Membership - Inflow	\$ 1,951.00	\$ 894.00	\$ 983.00	\$ -	\$ 14,762.00	\$ 18,590.00
Culture Connection-Income						0.00
Grants-Holliston Art's for CC-Elem					2,504.00	2,504.00
Grants-Newcomers for CC-Elem					1,100.00	1,100.00
Membership-Culture Connection					1,090.00	1,090.00
Total Culture Connection-Income	\$ -	\$ -	\$ -	\$ -	\$ 4,694.00	\$ 4,694.00
Curriculum Enhancement Income						0.00
Elementary Fall Book Fair	10,695.91					10,695.91
Elementary Science Fest	642.00					642.00
Total Curriculum Enhancement Income	\$ 11,337.91	\$ -	\$ -	\$ -	\$ -	\$ 11,337.91
Destination Imagination						0.00
Destination Imagination Income					3,030.00	3,030.00
Destination Imagination Payments					(3,000.00)	(3,000.00)
Total Destination Imagination	\$ -	\$ -	\$ -	\$ -	\$ 30.00	\$ 30.00
Family Activities Income						0.00
Elementary Bingo Night	250.00					250.00
Total Family Activities Income	\$ 250.00	\$ -	\$ -	\$ -	\$ -	\$ 250.00
Fundraiser Income						0.00
Elementary Fall Fundraiser	18,428.59					18,428.59
Elementary Misc. Income	5,254.94					5,254.94
Elementary School Store	1,255.60					1,255.60
HS Christmas Tree fundraiser		9,585.00				9,585.00
Middle School 6th Grade Dance Lessons			5,740.00			5,740.00
Middle School Dances			200.00			200.00
Middle School QSP Magazine Drive			2,558.57			2,558.57
Total Fundraiser Income	\$ 24,939.13	\$ 9,585.00	\$ 8,498.57	\$ -	\$ -	\$ 43,022.70
SCRIP Program						0.00
SCRIP Inflows					4,506.00	4,506.00
Total SCRIP Program	\$ -	\$ -	\$ -	\$ -	\$ 4,506.00	\$ 4,506.00
SKI Program						0.00
SKI Program - Inflow						0.00
Ski - Elementary					29,925.00	29,925.00
Ski - High School					6,068.00	6,068.00
Ski - Middle School					31,035.00	31,035.00
Total SKI Program - Inflow	\$ -	\$ -	\$ -	\$ -	\$ 67,028.00	\$ 67,028.00
SKI Program - Outflow						0.00
Ski Program - Elementary					(26,495.00)	(26,495.00)
Ski Program - High School					(3,870.00)	(3,870.00)
Ski Program - Middle School					(30,920.00)	(30,920.00)
Total SKI Program - Outflow	\$ -	\$ -	\$ -	\$ -	\$ (61,285.00)	\$ (61,285.00)
Total SKI Program	\$ -	\$ -	\$ -	\$ -	\$ 5,743.00	\$ 5,743.00
Total Income	\$ 38,478.04	\$ 10,479.00	\$ 9,481.57	\$ -	\$ 29,735.00	\$ 88,173.61

EXHIBIT 3

**Holliston P.T.S.A.
Profit and Loss
September 2014 - August 2015
Accrued Basis**

	Elementary School	High School	Middle School	Playground	PTSA Master	TOTAL
Expenses						
Annual Expenses						0.00
Bank Interest	(118.68)	(0.52)	(0.55)	(20.70)	(171.14)	(311.59)
Bank Service Charges (Misc. Expense)	20.00	12.00	5.70		105.90	143.60
Insurance					165.00	165.00
MASS PTSA Dues					1,611.00	1,611.00
Operating Expense		115.07	27.71		535.77	678.55
Paypal Expense					426.02	426.02
Quickbooks Software Renewal					399.71	399.71
Stripe & Squarespace Expense					270.28	270.28
Tax Prep and Filings					1,140.00	1,140.00
Total Annual Expenses	\$ (98.68)	\$ 126.55	\$ 32.86	\$ (20.70)	\$ 4,482.54	\$ 4,522.57
Annual Funded Programs						0.00
Back to School Breakfast					152.88	152.88
Parent Education					(90.00)	(90.00)
Total Annual Funded Programs	\$ -	\$ -	\$ -	\$ -	\$ 62.88	\$ 62.88
Culture Connection						0.00
Culture Conn - Elem					10,967.00	10,967.00
Culture Conn - Middle					3,080.00	3,080.00
Total Culture Connection	\$ -	\$ -	\$ -	\$ -	\$ 14,047.00	\$ 14,047.00
Curriculum Enhancement						0.00
Elementary CARE Program	2,359.47					2,359.47
Elementary Fall Book Fair	10,605.64					10,605.64
Total Curriculum Enhancement	\$ 12,965.11	\$ -	\$ -	\$ -	\$ -	\$ 12,965.11
Family Activities Expense						0.00
Elementary Back to School Picnic					0.00	0.00
Elementary Kindergarten Coffee	72.32					72.32
Total Family Activities Expense	\$ 72.32	\$ -	\$ -	\$ -	\$ -	\$ 72.32
Fundraiser Expense						0.00
Elementary Fall Fundraiser	6,972.55					6,972.55
Elementary School Store	2,331.75					2,331.75
HS Christmas Tree fundraiser		5,510.00				5,510.00
HS Executive Board Expenses		238.28				238.28
Middle School 6th Grade Dance Lessons			5,940.00			5,940.00
Middle School Dances			14.40			14.40
Middle School QSP Magazine Drive			94.53			94.53
Playground Fundraiser	(39.70)					(39.70)
Total Fundraiser Expense	\$ 9,264.60	\$ 5,748.28	\$ 6,048.93	\$ -	\$ -	\$ 21,061.81
Grants						0.00
Elementary Agendas	2,614.25					2,614.25
Elementary Grants - Prior Year	924.51					924.51
Elementary Returning/New Teacher Gifts	(200.00)					(200.00)
High School Grants-Current Year		2,715.83			875.00	3,590.83
Scholarship		2,000.00			3,000.00	5,000.00
Total Grants	\$ 3,338.76	\$ 4,715.83	\$ -	\$ -	\$ 3,875.00	\$ 11,929.59
Total Expenses	\$ 25,542.11	\$ 10,590.66	\$ 6,081.79	\$ (20.70)	\$ 22,467.42	\$ 64,661.28
Net Operating Income	\$ 12,935.93	\$ (111.66)	\$ 3,399.78	\$ 20.70	\$ 7,267.58	\$ 23,512.33
Net Income	\$ 12,935.93	\$ (111.66)	\$ 3,399.78	\$ 20.70	\$ 7,267.58	\$ 23,512.33

Sunday, Jan 11, 2015 09:20:09 AM PST GMT-5 - Accrual Basis

Exhibit 4

SCRIP CARD ASSETS
List of Stores, Number of Cards and Value as received on
January 2015

Vendor	# Cards	Value Per Card	Total Value
Ace Gift Card	4	25	100
Aeropostale	3	25	75
Albertsons, Lucky, Shaws, ACME, Shop & Save	9	25	225
Albertsons, Lucky, Shaws, ACME, Shop & Save	5	100	500
American Eagle Outfitters	5	25	125
Applebees	3	25	75
Barnes & Noble	1	100	100
Bass Pro Shop	9	25	225
Bath & Body Works	5	25	125
Bath & Body Works	1	50	50
Bed Bath & Beyond	2	25	50
Boston Market	10	10	100
Brueggers Bagle (if unused for 24 mths, loses \$2 per month)	7	10	70
Build a Bear	3	25	75
California Pizza Kitchen	13	10	130
Candy Cottage	3	10	30
Chevron / Texaco Gas Card	3	50	150
Coldwater Creek (store may be closing)	5	25	125
Container Store	2	25	50
Crate & Barrel	1	25	25
CVS Pharmacy	8	25	200
Depot Package Store	3	25	75
Disney Gift Card	2	25	50
Dominoes	3	10	30
Dream Dinners	5	75	375
Foot Locker	5	25	125
GAP, Old Navy, Pipeline, Athleta, Banana Republic	5	25	125
Goldmine Jewelers - Appraisal Services	2	100	200
Goldmine Jewelers - Store Purchase	3	25	75
Guitar Center	1	25	25
Gymboree	6	25	150
Happy Retriever	5	10	50
Happy Retriever	2	25	50
Hard Rock Café	6	25	150
Home Depot	3	25	75
Honey Baked	5	25	125
J. Crew	2	25	50
JCPenney	8	25	200
Jiffy Lube	2	30	60
JoAnn Fabric	4	25	100
Kamala Boutique	10	10	100
Kmart / Sears	1	25	25

Exhibit 4

SCRIP CARD ASSETS
List of Stores, Number of Cards and Value as received on
January 2015

Vendor	# Cards	Value Per Card	Total Value
Kohl's Cares for Kids	1	100	100
Lands End	5	25	125
LL Bean	3	25	75
Lord & Taylor	1	25	25
Lowes	1	20	20
Macy's	4	25	100
Papa Gino's	5	10	50
Petsmart	4	25	100
Pinkberry	1	10	10
Pizza Hut	5	10	50
Pottery Barn	3	25	75
Pottery Barn	1	100	100
Quiznos	5	10	50
Shutterfly	6	25	150
Sports Authority	3	25	75
Staples	10	25	250
Subway	4	10	40
Subway	4	50	200
T.C. Scoops	10	10	100
Taco Bell	12	10	120
The Prana Center	1	30	30
True Value	2	25	50
Uno	9	25	225
Walgreens	4	25	100
Walgreens	1	100	100
Walmart	2	25	50
Walmart	1	100	100
Wendy's	5	10	50
Whole Foods	2	100	200
TOTAL VALUE OF CARDS	300	25	7,540

Holliston PTSA SCRIP Order Form

Name:

Phone:

Address:

Email

CARD	Value	# Purc	Total
Ace Gift Card	25		
Aeropostale	25		
Albertsons, Lucky, Sh	25		
Albertsons, Lucky, Sh	100		
American Eagle Outfi	25		
Applebees	25		
Barnes & Noble	100		
Bass Pro Shop	25		
Bath & Body Works	25		
Bath & Body Works	50		
Bed Bath & Beyond	25		
Boston Market	10		
Brueggers Bagle (if ur	10		
Build a Bear	25		
California Pizza Kitch	10		
Candy Cottage	10		
Chevron / Texaco Gas	50		
Coldwater Creek (sto	25		
Container Store	25		
Crate & Barrel	25		
CVS Pharmacy	25		
Depot Package Store	25		
Disney Gift Card	25		
Dominoes	10		
Dream Dinners	75		
Foot Locker	25		
GAP, Old Navy, Pipeli	25		
Goldmine Jewelers - /	100		
Goldmine Jewelers - !	25		
Guitar Center	25		
Gymboree	25		
Happy Retriever	10		
Happy Retriever	25		
Hard Rock Café	25		
Home Depot	25		

CARD	Value	# Purc	Total
Honey Baked	25		
J. Crew	25		
JCPenney	25		
Jiffy Lube	30		
JoAnn Fabric	25		
Kamala Boutique	10		
Kmart / Sears	25		
Kohl's Cares for Kids	100		
Lands End	25		
LL Bean	25		
Lord & Taylor	25		
Lowe's	20		
Macy's	25		
Papa Gino's	10		
Petsmart	25		
Pinkberry	10		
Pizza Hut	10		
Pottery Barn	25		
Pottery Barn	100		
Quiznos	10		
Shutterfly	25		
Sports Authority	25		
Staples	25		
Subway	10		
Subway	50		
T.C. Scoops	10		
Taco Bell	10		
The Prana Center	30		
True Value	25		
Uno	25		
Walgreens	25		
Walgreens	100		
Walmart	25		
Walmart	100		
Wendy's	10		
Whole Foods	100		