



Monday, September 18, 2023

This is a special meeting of the Cubberley PTA Association to approve annual financial reports for the 2022-2023 fiscal year-end and 2023-2024 fiscal year.

Called to order by Heather Boye, Treasurer of Cubberley PTA at 6:03 PM

Active Member in-attendance (13):

Shannon Young, Steve Barbosa, Lauren Jones, Heather Taylor, Mariah Foster, Michelle Collins, Magdalena Ruvalcaba, Sia Her Abad, Alicia Bell, Sarah Knox, John Foster, Heather Boye, Debbie Churchill

Consent Agenda for Special Financial Meeting of the Cubberley PTA (please review all documents in advance for consent agenda approval):

- a) Approve [June 2023 Treasurer's Report](#)
 - a. Ratify checks #721-726 in the amount of \$1,661.70 (previously approved for payment in June 2023 for an amount no more than \$1,700)
- b) Move to adopt [2022-2023 Annual Financial Report](#)
- c) Approved [July 2023](#) and [August 2023](#) Treasurer's Reports
- d) With recommendation of the Executive Board, move to approve the [2023-2024 Annual Budget](#)
 - a. Move to release all funds within the 2023-2024 Annual Budget
- e) Heather Boye and Heather Taylor are current US Bank check signers. Motion to remove Rachael Monroe and add Shannon Young as check signers effective immediately.
- f) Ratify appointment of Lakeshia Lindsey-Hall and Mariah Foster to the Financial Review Committee
 - a. Move to adopt [2022-2023 Annual Financial Review](#) (previously "Audit")

Are there any questions on any of the reports or motions?

No questions.

If there are no objections, these reports, budget, and motions, all will be approved and adopted.

No objections were made.

Since there are no objections, the 2022-2023 Annual Financial Review, 2023-2024 Annual Budget with all funds released, 2022-2023 Annual Financial Report, June 2023, July 2023, and August 2023 Treasurers Reports have been accepted and adopted; as well as the ratification of funds spent in June 2023, the approval of change to check signers, and the ratification of the Financial Review Committee; effective immediately.

In addition to the now approved documents, we are looking for volunteers to head the Marquee Message Communications or the program will be forced to close.



Cubberley Elementary PTA

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Please watch for Signup Genius emails for the upcoming Build a Reading Buddy event on Fri. 9/22, Trunk-or-Treat at the end of October, and Winter Holiday Program on December 13th.

No additional questions from attendees.

Meeting closed at 6:09pm