SHS-SPTC Minutes

June 29, 2019

Email Meeting

In Attendance: Shawna Becene, Stacie Windisch, Veronica Grossman, Diana Yeisley

New Business:

Discussed the ease of which the senior and junior celebrations bank accounts are handled. The need for signature turnover each year has proved cumbersome and difficult to get everyone together to go to the bank.

Stacie Windisch developed a plan for a simpler system of operation. It would be as follows:

1. Accounts remain at Simsbury Bank, but the names change to
2. Jr. account changes to Jr/Sr Celebrations I\*
3. Sr. account changes to Jr/Sr Celebrations II\*\*

\*Account I will follow the ODD class number years (ie. 2021, 2023, 2025, etc)

\*\*Account II will follow the EVEN class number years (ie. 2020, 2022, 2024, etc)

2. Both Co-Chairs should be signers on their respective class account.

3. No need to do anything at end of Junior year, as the account will follow the class into the Senior year.

4. At the end of Senior year, the following will happen:

a. Once all the Senior class expenses are paid, if there is a remaining balance, it will be transferred via check to the incoming Senior class (ie. End of 2020, all overages in the Senior account will be transferred to the Class of 2021 and so on..). The incoming Junior class should start their two years with a $0 balance.

5. Confirmation should be made with Simsbury Bank, by the new Co-Chairs (ie. The Junior class Co-Chairs) in the month following the signature transfer ensuring that the new names were, in fact, transferred onto the new account.

To make this change for the upcoming year:

Class of 2019 will need to:

1. Write a check transferring any remaining balance in the Sr. Celebrations account over to the Class of 2020.
2. Change the name of the Sr. Celebrations account to Jr/Sr Celebrations I.
3. Transfer the signature over to the incoming Co-Chairs of the Class of 2021.\*

\*Class of 2021 will start on the account with a $0 balance.

Class of 2020 will need to:

1. Update their account name from Jr. Celebrations to Jr/Sr Celebrations II.

Approved new procedure proposed. New Co-Chairs approved.

Names on Jr/Sr Celebrations I account will be: Stacie Windisch and Cheryl Paddock (class of 2021)

Names on Jr/Sr Celebrations II account will be: Jennifer Ireland and Diana Yeisley (class of 2020)