

**ATLANTA INTERNATIONAL SCHOOL  
PO MEETING MINUTES 4/3/2008**

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**Chi introduced the slate of officers for a vote:**

President: Adrienne Poulard

President Elect: Tom Schwartz

Secretary: deDille Anthony

Treasurer: Carrie Doyle

Linda Bruner made a motion to accept the slate. Cynthia Fleck seconded. The slate passed with a unanimous vote of 25 parents in favor of the new slate of officers.

**Carrie Doyle spoke about our PO finances:**

As most of you know we have been involved in discussions with the school for some time now about the handling of finances for the Parent Organization. We currently have a somewhat mixed approach, with transactions related to our everyday operations being handled by the PO Treasurer through the PO checking account, and certain large transactions for major fundraisers (Worldfest, etc) being handled through the AIS Business Office.

The PO at AIS is not a separate organization, as POs at some other private schools are. Financially, we are treated as a division of the school and operate under the tax ID of the school. For audit purposes, the school needs all its divisions to operate under the same financial guidelines and subject all transactions to the same financial controls. Therefore, going forward, the school cannot allow us to operate our own set of books as we currently do. We have two options: 1) turn over the management and control of our finances to the Business Office or 2) establish ourselves as a separate 501(c) 3 organization, which would allow us to be financially independent, while still supporting the school and the parent body in the same way that we currently do.

The PO Council believes that the second option will give us the best opportunity to accurately account for and report information on the funds entrusted to us by the parent body. We are in the process of developing a presentation to inform you of the scope and implications of the process.

- Question: Could we fall under the school's umbrella?
- Answer: This would weaken the school's controls and create an extra expense for them.
  
- Question: Will this create a lot of extra work for future treasurers?
- Answer: Most of the work is up front but there will be some on going requirements.
  
- Question: Can you talk to us in more detail about the insurance ramifications?

- Answer: We are looking into that right now. We are talking to the business office and will also get together with other schools that are already 501c3s to find out how they insure themselves. We will then talk to some insurance companies and obtain quotes.

We will have another meeting soon to discuss our financial status and future changes in detail.

**Other Business**

- We will be having our volunteer appreciation luncheon on May 6.
- Please let us know if you are interested in organizing the faculty/staff appreciation lunch and staff appreciation on June 11
- We want to get feedback from all parents on what you would like your PO to be focused on this year. Please talk to Adrienne Poulard or leave a message in her box either signed or anonymous.
- deLille wants to talk about and get feedback on how we can improve communications across the school and how to get parents to be more forthcoming with their thoughts and feelings.

**Meeting Adjourned.**