



## CITY COUNCIL AGENDA ITEM

Date: August 30, 2011

To: John Szerlag, City Manager

From: Aileen Bittner, Acting City Clerk

Subject: Request for Recognition as a Nonprofit Organization Status from Ann Walsh – Morse Elementary School PTO

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### Background

Attached is a request from Ann Walsh of the Morse Elementary School PTO seeking recognition as a nonprofit organization status for the purpose of obtaining a charitable gaming license for fundraising purposes.

### Recommendation

It has been City Management's practice to support the approval of such requests.

### Fund Availability

There are no financial considerations associated with this item.

### City Attorney's Review as to Form and Legality

There are no legal considerations associated with this item.

Suggested Resolution

Resolution #2011-09-

RESOLVED, That Troy City Council hereby **APPROVES** the request from *Morse Elementary School PTO*, asking that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining a charitable gaming license as recommended by City Management.

Yes:

No:

Morse Elementary PTO  
475 Cherry  
Troy, MI 48083

August 25, 2011

Re: Charitable Gaming License

Dear Mayor Schilling and members of Troy City Council:

Morse Elementary School PTO is applying for a gaming license for the purpose of holding a charity poker tournament at Big Beaver Tavern on January 7 – 10, 2012.

Morse Elementary School PTO is a non-profit organization which aims to bring a closer relationship of the students, parents, and teachers of Morse Elementary School. Funds raised from the charity poker event will be used towards things such as assisting in the cost of bus transportation for field trips, teacher allotments, room parents and other events held for the students and families of the community.

Included in this packet is a Local Governing Body Resolution for Charitable Gaming License form. Please consider our request for a gaming license.

Should you have any questions please feel free to contact me. I may be reached at 248-941-5815 or [walsha25@yahoo.com](mailto:walsha25@yahoo.com).

Thank you for your assistance in this matter.

Sincerely,



Ann Walsh

Secretary

Morse Elementary School PTO



Charitable Gaming Division  
 Box 30023, Lansing, MI 48909  
 OVERNIGHT DELIVERY:  
 101 E. Hillsdale, Lansing MI 48933  
 (517) 335-5780  
 www.michigan.gov/cg

**LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES**  
 (Required by MCL.432.103(9))

At a \_\_\_\_\_ meeting of the \_\_\_\_\_  
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by \_\_\_\_\_ on \_\_\_\_\_  
DATE

at \_\_\_\_\_ a.m./p.m. the following resolution was offered:  
TIME

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_

that the request from \_\_\_\_\_ of \_\_\_\_\_,  
NAME OF ORGANIZATION CITY

county of \_\_\_\_\_, asking that they be recognized as a  
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for \_\_\_\_\_.  
APPROVAL/DISAPPROVAL

APPROVAL	DISAPPROVAL
Yeas: _____	Yeas: _____
Nays: _____	Nays: _____
Absent: _____	Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and  
 adopted by the \_\_\_\_\_ at a \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL  
 meeting held on \_\_\_\_\_.  
DATE

SIGNED: \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE CLERK

\_\_\_\_\_  
PRINTED NAME AND TITLE

\_\_\_\_\_  
ADDRESS

COMPLETION: Required.  
 PENALTY: Possible denial of application.  
 BSL-CG-1153(R10/06)



Charitable Gaming Division  
 Box 30023, Lansing, MI 48909  
**OVERNIGHT DELIVERY:**  
 101 E. Hillsdale, Lansing MI 48933  
 (517) 335-5780  
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# MILLIONAIRE PARTY LICENSE APPLICATION

For Bureau Use Only

ALLOW 6 WEEKS FOR PROCESSING.  
 PLEASE PRINT OR TYPE IN BLUE OR BLACK INK.

QUALIFICATION INFORMATION	1. Organization Name <b>Morse Elementary PTO</b>				2. Organization ID Number or Last License Number Issued	
	3. Organization Street Address <b>475 Cherry</b>		City <b>Troy</b>	State <b>MI</b>	Zip Code <b>48083</b>	
	Organization Mailing Address <b>475 Cherry</b>		City <b>Troy</b>	State <b>MI</b>	Zip Code <b>48083</b>	County <b>Oakland</b>
	4. Has your organization ever received a license such as bingo, millionaire party, raffle, charity game ticket, or numeral game? <input type="radio"/> Yes - Complete application and submit with the appropriate fee. <input checked="" type="radio"/> No - Please follow the instructions on the qualification guideline. If a guideline was not included or you do not understand it, contact our office at (517) 335-5780 to inquire as to what documentation must be submitted to qualify for licensing.					
5. Is your organization a candidate committee, political committee, political party committee, ballot question committee, independent committee or any other committee as defined by, and organized pursuant to, the Michigan Campaign Finance Act 388 of the Public Acts of 1976, as amended, being sections 169.201 to 169.282 of the Michigan Compiled Laws?  <input type="radio"/> Yes <input checked="" type="radio"/> No			6. Has your organization received contributions or made expenditures of \$500 or more in the last calendar year for the purpose of influencing or attempting to influence the action of voters for or against the nomination or election of a candidate, or the qualification, passage, or defeat of a ballot question?  <input type="radio"/> Yes <input checked="" type="radio"/> No			

SIGNATURE(S)	7. Provide name, title, home address, and telephone numbers for the PRINCIPAL OFFICER, e.g., president, grand knight, worthy matron, etc., and the vice president or equivalent and one other officer of the organization. SIGNATURE OF PRINCIPAL OFFICER REQUIRED - OR - signatures of the vice president or equivalent and one other officer. NOTE: Executive director signature not acceptable.		
	Name and Title	Street, City, State, ZIP Code	Telephone Numbers
	Principal Officer <b>Sarah Siterlet</b>	<b>186 Starr DR</b>	Day <b>(248) 854-7160</b>
	Title <b>President</b>	<b>Troy, MI 48083</b>	Evening <b>(248) 854-7160</b>
	Signature of Principal Officer <i>Sarah Siterlet</i>		Date <b>8/15/11</b>
	- OR -		
	Name and Title	Street, City, State, ZIP Code	Telephone Numbers
	Vice President or Equivalent <b>Karie Pasternak</b>	<b>392 Hickory</b>	Day <b>(248) 250-3028</b>
	Title <b>Vice President</b>	<b>Troy, MI 48083</b>	Evening <b>(248) 250-3028</b>
	Signature of Vice President or Equivalent <i>Karie Pasternak</i>		Date <b>8/26/11</b>
Name and Title	Street, City, State, ZIP Code	Telephone Numbers	
Other Officer <b>Ann Walsh</b>	<b>1010 Woodilee</b>	Day <b>(248) 941-5815</b>	
Title <b>Secretary</b>	<b>Troy, MI 48083</b>	Evening <b>(248) 941-5815</b>	
Signature of Other Officer <i>Ann Walsh</i>		Date <b>8/15/11</b>	
By signing above, I CERTIFY that I am at least 18 years of age, the organization applying is a NONPROFIT organization, I have examined this application and there is no misrepresentation or falsification in the information stated or attached, and the facts underlying our original qualification status remain unchanged. I FURTHER CERTIFY that I am aware that false or misleading statements will be cause for rejection of this application or revocation of the right to obtain any future licenses and I AM AWARE OF AND AGREE TO the conditions of Act 382 of the Public Acts of 1972, as amended, and the rules and directives of the Michigan Bureau of State Lottery.			

PLEASE COMPLETE THE BACK PAGE OF THIS APPLICATION  
 PLEASE MAKE A COPY OF THE COMPLETED APPLICATION FOR YOUR RECORDS

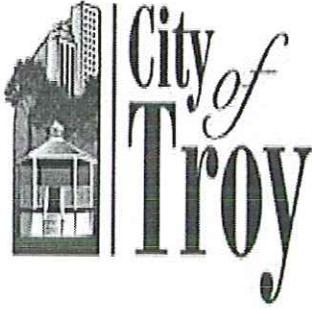


COMPLETION: Required for licensure.  
 PENALTY: No license will be issued.

<b>8. Contact Person</b> <u>Ann Walsh</u> Street Address Where License Should Be Mailed <u>475 Cherry</u> City <u>Troy</u> State <u>MI</u> ZIP Code <u>48083</u> Telephone Number (Day) <u>(248) 941-5815</u> Telephone Number (Evening) <u>(248) 941-5815</u>			<b>9. Millionaire Party Location (building name, if any)</b> <u>Big Bearer Tavern</u> Street Address <u>1045 E. Big Bearer Rd</u> City <u>Troy</u> ZIP Code <u>48083</u> Location ID number <u>400019</u> County <u>Oakland</u>		
<b>10. Location is: (check one)</b> <input type="radio"/> Your Own <input type="radio"/> Donated (no charge) <input checked="" type="radio"/> Rented (submit rental agreement)			<b>11. Gambling equipment is: (check one)</b> <input type="radio"/> Your own <input type="radio"/> Rented - Supplier ID _____ Supplier Name _____ <input checked="" type="checkbox"/> Included in location rental agreement or donated (no charge). (If donated, submit donated equipment agreement.)		
<b>12. List name, home address, and telephone numbers of the person(s) in charge of millionaire party. Must be member for 6 months. If your organization does not have general membership, must be board member for 6 months. Attach additional list if necessary.</b>					
Millionaire Party Chairperson		Street, City, State, ZIP Code		Telephone Numbers	
Name <u>Ann Walsh</u>		<u>1010 Woodstee</u>		Day <u>(248) 941-5815</u>	
Board Member <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				Evening <u>(248) 941-5815</u>	
Name <u>Alicia Renner</u>		<u>1388 Milverton</u>		Day ( )	
Board Member <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				Evening ( )	
Name				Day ( )	
Board Member <input type="checkbox"/> Yes <input type="checkbox"/> No				Evening ( )	
Name				Day ( )	
Board Member <input type="checkbox"/> Yes <input type="checkbox"/> No				Evening ( )	
Name				Day ( )	
Board Member <input type="checkbox"/> Yes <input type="checkbox"/> No				Evening ( )	
<b>13. Event Date(s) and Time(s) (Must be between the hours of 8 a.m.-2 a.m.) Be sure to indicate a.m. or p.m. for each event time listed.</b>					
Date <u>January 7, 2012</u>		Time <u>12:00</u> p.m.		to <u>2:00</u> p.m. am	
Date <u>January 8, 2012</u>		Time <u>12:00</u> p.m.		to <u>2:00</u> p.m. am	
Date <u>January 9, 2012</u>		Time <u>12:00</u> p.m.		to <u>2:00</u> p.m. am	
Date <u>January 10, 2012</u>		Time <u>12:00</u> p.m.		to <u>2:00</u> p.m. am	
<b>14. License Fee</b> \$50 per day up to 4 consecutive days \$50 x <u>4</u> = <span style="border: 1px solid black; padding: 2px;">\$200</span> <small>Number of Days</small>			<b>15. Will you be conducting Texas Hold'em?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, see Directive Millionaire Party (Poker).		
			<b>16. Will you be conducting a raffle?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, see raffle rules.		

MILLIONAIRE PARTY INFORMATION

**Make checks payable to: STATE OF MICHIGAN**  
 Submit completed application, supporting documents, and license fee to:  
 Charitable Gaming Division, Box 30023, Lansing, MI 48909  
**OVERNIGHT DELIVERY: 101 E. Hillsdale, Lansing, MI 48933**



# CITY OF TROY

## SOLICITATION – FUND RAISING

Date Received: 2011 AUG 26 AM 8:08

File the following information with the City Clerk's Office at least 21 days prior to the time when the permit is desired. TIME SPAN FOR PERMIT IS NOT TO EXCEED NINETY (90) DAYS.

Name of Organization:

Morse Elementary PTO

Phone:

Local Address:

475 Cherry St.

City/Zip:

Troy 48083

Home Address (if different):

City/Zip:

Name of Parent Organization:

Morse Elementary School PTO

Address:

475 Cherry Troy, MI 48083

Local Representative/Officers:

Name	Title	Phone
<u>Sarah Siterlet</u>	<u>President</u>	<u>248-854-7160</u>
<u>Kari Pasternak</u>	<u>Vice President</u>	<u>248-250-3028</u>
<u>Ann Walsh</u>	<u>Secretary</u>	<u>248-941-5815</u>

Person in Charge of Solicitations:

Ann Walsh

How are funds solicited:

Locations/Dates/Times:

Locations	Dates	Times
<u>Big Beaver Tavern</u>	<u>January 7-10, 2012</u>	<u>12 pm - 7pm</u>

To what purpose will you put these funds:

Benefits students and teachers

What is the requested amount for contribution:

Entry fee for Charity Poker



Proposed bylaws of the MORSE PARENT TEACHER ORGANIZATION

ARTICLE I: NAME

The name of the organization is the Morse Parent Teacher Organization; hereafter known as Morse PTO.

ARTICLE II: PURPOSE

Section 1. The Purposes of the organization are:

- A. To bring into closer relation the home and Morse Elementary School, that parents and teachers may cooperate intelligently in the education of children and youth.
- B. To develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, and social education.

Section 2. The above Purposes are promoted through an educational program directed toward parents, teachers, and the general public. They are developed through conferences, committees, projects, and programs; and are governed and qualified by the basic policies set forth in Article III.

ARTICLE III: BASIC POLICIES

The following are basic policies of this organization:

- A. The organization shall be non commercial, nonsectarian, and nonpartisan.
- B. The name of the organization or the names of any members in their official capacities shall not be used in any connection with a commercial or political concern or with any partisan interest or for any purpose not appropriately related to promotion of the purposes of the organization.
- C. The organization shall not – directly or indirectly – participate or intervene (in any way, including the publishing or distributing of statements) in any political campaign on behalf of, or in opposition to, any candidate for public office; or devote more than an insubstantial part of its activities to attempt to influence legislation by propoganda or otherwise. The PTO may engage in activities which influence legislation and matters which affect the welfare and education of children. No funds will be allocated for these activities and time spent on these activities should not exceed five percent.

- D. The organization shall cooperate with the school to support the improvement of education in ways that will not interfere with administration of the schools and shall not seek to control its policies.
- E. The organization may cooperate with other organizations and agencies concerned with child welfare, but persons representing the organization in such matters shall make no commitments that bind the organization. Any member of the board who has a financial, personal, or official interest in or conflict (or appearance of conflict) with any member pending before the Board, of such nature that it prevents or may prevent that member from acting on the matter in an impartial manner, will offer to the Board to voluntarily excuse him/herself and will vacate his/her seat and refrain from discussion and voting on said item.
- F. In the event of the dissolution of the organization, its assets shall be distributed in Accordance with Article XII, Section 2 of these bylaws.

#### ARTICLE IV: MEMBERSHIP AND DUES

- Section 1. Membership in the Morse Parent Teacher Organization shall be made available to any individual who has a child enrolled at Morse, or is a Morse staff member. These individuals shall also subscribe to the purposes and basic policies of the organization. Membership shall not be denied on the basis of race, color, creed, or national origin. At no time are officers or board members compensated by Morse PTO.
- Section 2. All members of the organization shall be eligible to participate in the business meetings or to serve in any of its elective or appointive positions.
- Section 3. No annual dues shall be charged to any member.
- Section 4. Persons may be admitted to membership at any time during the school year.
- Section 5. The membership year shall follow the Troy School District calendar.

#### ARTICLE V: OFFICERS AND THEIR ELECTION

- Section 1. Each officer of Morse PTO shall be a member of this organization.
- Section 2. Officers and their election:
  - A. The officers of this organization are the PTO Board. The PTO Board shall consist of:
    - Co-Presidents
    - Co-Vice Presidents
    - Co-Secretaries
    - Co-Treasurers

The Executive Board shall consist of:

- Co-Presidents
- Co-Vice Presidents
- Co-Secretaries
- Co-Treasurers
- Principal
- Teacher Representative

- B. PTO Board officers shall be elected by ballot annually within the month of May.
- C. New P.T.O. Board members shall be introduced at the last meeting in June. Officers shall assume their official duties following the last day of the school year, except the co-treasurers who will assume duties July 1<sup>st</sup> of that year after final report and close out of books. Officers will serve for a term of one year.
- D. A person shall not be eligible to serve more than two consecutive terms in the same office. (Exception: a person may serve more than two consecutive terms when there is no other person willing to serve.)

Section 3. Election Committee:

- A. The Election Committee will be elected at a general meeting and be convened annually in February. The committee shall be comprised of three (3) to five (5) members of the PTO. The latter shall consist of at least one PTO Board member and two (2) to three (3) members at large. The building Principal shall serve as a consultant to the Election Committee. An announcement for an Election Committee shall be made no later than the January meeting. No member of the Election Committee may run for the PTO Board.
- B. The first order of business shall be to elect a chairperson. The chairperson shall oversee the voting procedures.
- C. The Election Committee shall, after soliciting nominations, prepare a slate of officer candidates.
- D. Only those persons who have signified their consent to serve, if elected, shall have their names on the ballot.

Section 4. Voting Procedures:

- A. A numbered election ballot, on a single colored paper, will be developed and randomly distributed to voting members.
- B. One vote per legal guardian (maximum of two (2) votes) and/or staff member is eligible to vote.

- C. Ballots will be distributed to the youngest and only child of each family and to staff members without children attending Morse.
- D. Ballots will be distributed and due within five (5) school days.
- E. Ballots will contain the names of nominated candidates. If a candidate runs unopposed, voters will be asked to indicate yes or no (support or opposition) to the unopposed candidate. Should an unopposed candidate not receive the majority vote, a vacancy shall occur. See Section Five for clarification. Ballots will contain a write-in candidate option. Should a write-in candidate secure the majority vote, the election committee will contact the write-in winner for his/her consent.
- C. Ballots will be counted by the Election Committee and presented at a PTO general meeting in May.
- G. In case of a tie, a run-off election will be held using election procedure. Should there be a tie in the run-off election, the Morse Executive Board will cast the deciding vote.

Section 5. Vacancies:

- A. A vacancy occurring in any office shall be filled for the unexpired term by a person elected by a majority of the existing (current) Executive Board. The candidate will be elected using the same voting procedure as an unopposed candidate. Notice of such election having been given. In case a vacancy occurs in the office of the president, the co-president shall serve notice of the election.

Section 6. Reasons to Remove:

- A. Removal from office may occur by a majority vote of the Morse Executive Board for missing more than three (3) consecutive Executive Board meetings, failure to perform assigned duties, corruption, or any act that brings dishonor to the organization or negates the objectives of the organization. Removal shall take place after the Executive Board has met in an effort to discuss the problem and all attempts have been made to resolve the problem. Removal shall be done by a majority vote of the Executive Board.

## ARTICLE VI: DUTIES OF OFFICERS

### Section 1. President:

- A. Shall prepare an agenda and preside at all meeting of the organization and of the Executive Board. Meeting agendas must be posted in the school lobby and/or the school website (when possible) seven (7) days prior to general and special meetings.
- B. Shall perform such other duties as may be prescribed in these bylaws or assigned to him/her by the organization or by the Executive Board.
- C. Shall coordinate the work of the officers and committees to break a tie.
- D. Shall not vote at meetings of the membership at large except to break a tie.
- E. Shall have his/her name on the Morse PTO checking account.
- F. The President shall be a member ex officio of all committees except the election committee.

### Section 2. Co-President:

- A. Shall perform the duties of the president in the absence or disability of that officer to act.
- B. Can vote at all membership and board meetings.

### Section 3. Vice President/Co-Vice President:

- A. Shall act as an aide to the president and co-president.
- B. Shall perform the duties of the president/co-president in the absence or disability of the officer to act.
- C. Shall act as a public relations liaison to ensure that pertinent information is distributed to the membership at large.

### Section 4. Secretary/Co-Secretary

- A. Shall record the minutes of all meetings of the organization and of the Executive Board.
- B. Shall take attendance at all meetings.
- C. Shall be responsible for PTO correspondence.

D. Shall perform such other duties as may be delegated to him/her.

Section 5. Treasurer/Co-Treasurer:

A. Shall have custody of all of the funds of the organization.

B. Shall keep a full and accurate account of receipts and expenditures.

C. Shall at the start of the school year, prepare a proposed annual written budget as outlined by the Executive Board.

D. Shall make disbursements in accordance with the approved budget as authorized by the president, Executive Board, or organization.

E. Shall present a financial statement at every meeting of the organization and at other times when requested by the Executive Board.

F. Shall prepare by categories an annual, written, end of the school year report of expenditures and incomes and any remaining balance.

G. Shall honor expenditures outside of the approved budget up to \$100.00 upon the authorization of the president. Expenditures outside of the approved budget over \$100.00 must have prior approval of either the Executive Board or the membership at large.

H. Shall have deposits verified by a second party.

Clause 1.

The treasurer's accounts shall be examined annually by an auditor or an auditing committee of three members, who, satisfied that the treasurer's annual report is correct, shall sign a statement of that fact at the end of the report. The auditing committee shall be selected by the Executive Board at least two weeks before the new officers assume duties.

Section 5. All officers:

A. Shall perform the duties prescribed in the parliamentary authority in addition to those outlined in these bylaws, the operating manual and those assigned from time to time.

B. Shall deliver to their successors all official material no later than ten days following the meeting at which new officers assume their duties.

## ARTICLE VII: STANDING & SPECIAL COMMITTEES

- Section 1. A. A standing committee, if any, shall be an on going committee performing specific recurring duties throughout the year. The members and the chairperson of the standing committees shall be appointed by the Executive Board of the organization.
- B. A special committee, (if any) shall be created for a specific purpose with a pre-determined amount of time. The members and the chairperson of the special committee shall be appointed by the Executive Board of the organization.
- Section 2. A. Shall transact necessary business in the intervals between PTO meetings and shall transact other business as may be referred to it by the organization.
- B. Shall present a report at the regular meetings of the organization.

## ARTICLE VIII – DUTIES OF EXECUTIVE BOARD

- Section 1. A. Shall select an auditor or an auditing committee to audit the treasurer's accounts.
- B. Shall approve a proposed budget for the year.
- C. Shall approve routine bills within the limits of the budget.
- Section 2. Regular meetings of the Executive Board shall be held during the year, the time to be fixed by the committee at its first meeting of the year. A majority of the Executive Board members shall constitute a quorum. Special meetings of the Executive Board may be called by the president or by a majority of the members of the Executive Board.

## ARTICLE IX: MEETINGS

- Section 1. At least four regular meetings of this organization shall be held during the school year with scheduled Officer Meetings taking place. Officer Meetings shall include all Executive Committee Board Members and Committee Members. Non-Executive Board Members may attend Officer Meetings but will not have voting privileges. Dates of all meetings shall be determined by the Executive committee Board and announced at the first regular meeting of the year. Five days notice shall be given of a change of date. In the event of severe weather conditions and/or unforeseeable building closure, any scheduled PTO Board Meeting that is cancelled does not need to be rescheduled.
- Section 2. Special meetings of the organization may be called by the president or by a majority of the Executive Board, five days notice having been given.

- Section 3. A. A simple majority of the Executive Board, plus at least one member at large shall constitute a quorum for the transaction of business in any general meeting of the organization.
- B. A simple majority shall be used in voting on PTO matters.

**Proposed Meeting Schedule (beginning 2010/2011)**

July	Officer Meeting
August	N/A
September	Regular Meeting (1)
October	Regular Meeting (2)
November	Officer Meeting
December	Officer Meeting
January	Regular Meeting (3)
February	Officer Meeting
March	Officer Meeting
April	Regular Meeting (4)
May	Officer Meeting
June	Officer Meeting

**ARTICLE X: FISCAL YEAR**

The fiscal year of this organization shall be September 1<sup>st</sup> through August 31<sup>st</sup>.

**ARTICLE XI: PARLIAMENTARY AUTHORITY**

Robert's Rules of Order Newly Revised shall govern the organization in all cases in which they are applicable and in which they are not in conflict with these bylaws.

**ARTICLE XII: DISSOLUTION**

Section 1. The organization shall, by a majority of its membership, authorize the formation of a committee to consider and report the reasons for disbanding and the necessary steps to be taken. At the next regular meeting, all members having been notified, the committee shall submit its report. Notice of intent to disband must be given to each member at least thirty days prior to the meeting. A two-thirds majority of the membership voting is required for passage.

Section 2. In the event of dissolution, all monies accrued by the organization shall be spent for the good of the children at Morse Elementary School as determined by the

existing (current) Executive Board.

### ARTICLE XIII: AMENDMENTS

- Section 1. These bylaw may be amended at any regular meeting of the organization by a two-thirds majority of the members present and voting provided that notice of the proposed amendment shall have been given at the previous meeting.
- Section 2. A committee may be appointed to submit a revised set of bylaws as a substitute for the existing bylaws only by a majority vote at a meeting of the organization, or by a two-thirds majority of the Executive Board. The requirements of adoption of a revised set of bylaws shall be the same as in the case of an amendment.

### ARTICLE XIV

#### Inherent Clause:

If occasions or situations shall arise not fully covered by the constitution, bylaws, and/or operating manual, the Executive Board shall have the full power to decide such cases with a simple majority vote.

Revised and adopted 5/12/10

**MORSE ELEMENTARY SCHOOL**  
**2010 / 2011 Budget Tracker**

ID#

Income	Budget	Actual to Date	Difference
Donations	\$0.00	\$80.03	\$80.03
Harvest Festival	\$700.00	\$863.80	\$163.80
Read-A-Thon	\$3,000.00	\$2,334.04	-\$665.96
Box Tops	\$1,000.00	\$470.70	-\$529.30
Family Portraits	\$0.00	\$55.00	\$55.00
Fun Fair	\$1,000.00	\$4,121.72	\$3,121.72
Fun Run	\$6,000.00	\$4,831.37	-\$1,168.63
Fun Run T-Shirts	\$1,700.00	\$1,300.00	-\$400.00
Gordon Food Service rewards	\$0.00	\$10.00	\$10.00
Holiday Shop	\$850.00	\$248.72	-\$601.28
Kohl's media center grant	\$500.00	\$500.00	\$0.00
Kroger Rewards	\$0.00	\$0.00	\$0.00
Meijer Rewards	\$0.00	\$0.00	\$0.00
Mom 2 Mom Sale	\$2,000.00	\$0.00	-\$2,000.00
School Spirit Shirts	\$300.00	\$477.25	\$177.25
Scrip Fundraiser	\$1,000.00	\$579.83	-\$420.17
Silent Auction	\$3,000.00	\$5,603.00	\$2,603.00
Silent Auction food	\$0.00	\$93.00	\$93.00
Target	\$0.00	\$0.00	\$0.00
<b>Total Income</b>	<b>\$21,050.00</b>	<b>\$21,568.46</b>	<b>\$518.46</b>

Expense	Budget	Actual to Date	Difference
1st Day of School	\$50.00	\$36.74	-\$13.26
5th Grade Camp Bus	\$2,400.00	\$2,035.00	-\$365.00
5th Grade Promotion	\$100.00	\$134.44	\$34.44
501(c)3 filing	\$760.00	\$850.00	\$90.00
Room Parents	\$665.00	\$295.93	-\$369.07
Bus Allotment (based on \$5/student @ 404 students)	\$2,020.00	\$1,667.68	-\$352.32
Beautification	\$150.00	\$0.00	-\$150.00
Celebration of Excellence/Ice Cream Social	\$125.00	\$180.03	\$55.03
Directory	\$325.00	\$400.00	\$75.00
Field Day	\$170.00	\$183.69	\$13.69
Fun Run Expenses	\$300.00	\$169.55	-\$130.45
Fun Run T-shirts	\$1,700.00	\$1,777.50	\$77.50
George Ku Foundation (Annual Donation)	\$100.00	\$0.00	-\$100.00
Harvest Festival Expenses	\$200.00	\$384.33	\$184.33
Kohl's media center grant books	\$500.00	\$492.75	-\$7.25
Silent Auction	\$500.00	\$778.83	\$278.83
Silent Auction food	\$0.00	\$720.39	\$720.39
Lansing Bus	\$2,100.00	\$1,980.00	-\$120.00
Literacy Library Replacement	\$250.00	\$0.00	-\$250.00
Misc. PTO Expenses	\$180.00	\$223.60	\$43.60
Mom2Mom Sale Expenses	\$500.00	\$30.00	-\$470.00
Office Supplies	\$75.00	\$121.60	\$46.60
Teacher Appreciation	\$150.00	\$36.41	-\$113.59
Orange Bowl Bus	\$200.00	\$0.00	-\$200.00
Pizza with principal	\$350.00	\$92.50	-\$257.50
President Dues	\$35.00	\$0.00	-\$35.00
Reading Allotment (Based on \$5/student @ 404 students)	\$2,020.00	\$1,657.32	-\$362.68
Safe Homes (Annual Donation)	\$100.00	\$0.00	-\$100.00
Fun Fair Expenses	\$600.00	\$752.30	\$152.30
Staff Luncheon During conferences	\$200.00	\$180.00	-\$20.00
Staff Treats During Conferences	\$75.00	\$0.00	-\$75.00
Teacher Allotment	\$3,750.00	\$1,604.83	-\$2,145.17
TFEE (Annual Donation)	\$50.00	\$50.00	\$0.00
Holiday Shop	\$0.00	\$3,609.83	\$3,609.83
School Spirit Shirts	\$0.00	\$1,220.57	\$1,220.57
Troy Special Ed (Annual Donation)	\$100.00	\$0.00	-\$100.00
<b>Total Expenses</b>	<b>\$20,800.00</b>	<b>\$21,665.82</b>	<b>\$865.82</b>

\$250.00      -\$97.36      -\$347.36

8/25/2011

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **JAN 18 2011**

MORSE ELEMENTARY SCHOOL PTO  
475 CHERRY  
TROY, MI 48063-1612

Employer Identification Number:  
38-2952901  
DLN:  
17053278309000  
Contact Person:  
WINNIE W LEE ID# 31208  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
August 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
October 15, 2009  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

MORSE ELEMENTARY SCHOOL PTO

Sincerely,

A handwritten signature in black ink that reads "Robert Choi". The signature is written in a cursive style with a large, prominent initial "R".

Robert Choi  
Director, Exempt Organizations  
Rulings and Agreements

Enclosure: Publication 4221-PC