



P.O. Box 2643, Darien, CT 06820

COUNCIL OF DARIEN SCHOOL PARENTS MINUTES OF THE MAY 3, 2018 GENERAL MEETING

Wendy Ward opened the meeting at 9:34 am.

Voting on the April CDSP meeting minutes was postponed, as the number of members present was insufficient to meet quorum requirements.

SALES TAX / FUNDRAISING DISCUSSION

Beth and Wendy provided an update to the fundraising sales tax policy. Amy explained that PTOs are required to charge sales tax for items sold with two exemptions:

1. Any sales during five fundraising events per calendar year (regardless of sale price).
2. Items sold for \$20 or less. (The \$20 limit applies to each item, not the sum of goods purchased).

Amy clarified that vendors are responsible for collecting sales tax for direct payments and answered questions regarding spirit wear sales tax.

Julie Best and Sara Parent (2018-19 CDSP Co-Chairs) plan to organize a meeting to train PTO treasurers at the end of this month.

Financial Guidelines will be updated this summer, and the new policy will be in place for the next fiscal year.

To avoid accounting filing fees, CDSP's accountant will train the CDSP and PTO treasurers to file themselves.

MINUTES

With enough members present to attain quorum, Julie Best moved to approve the April CDSP meeting minutes; Lori Olson seconded the motion, and the minutes were approved unanimously with no abstentions.

