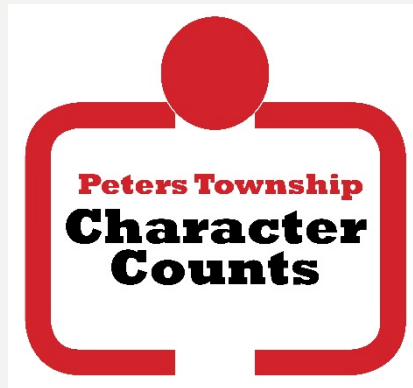


# PETERS TOWNSHIP CHARACTER COUNTS



LOOKING TO THE FUTURE

# CURRENT STRUCTURE

- PTCC is “independent” in that no single entity controls the agenda or financial decisions
- Finances are handled through the Township’s Community Fund
- Donations at this time are not tax deductible
- Meetings are run by Christian Lesnett, Jennifer Ford and Kelley Keane
- Budget typically runs less than \$500 per year, costs are limited to community day items and supplies for any larger events (excluding Rachel’s Challenge)
- Lunches are funded by hosting organizations
- No formal membership
- No current voting procedures or bylaws

# PARTICIPATING ORGANIZATIONS

- Peters Township School District
- Peters Township (Municipality)
- Peters Township Library
- Peters Township Police Department
- Peters Township Chamber of Commerce
- The Bible Chapel
- Trinity Unity Methodist Church
- District PTA
- Other interested Community Members & Groups



# FINANCIAL STRUCTURE: THE FUTURE

- Should PTCC become a 501c3 Organization? What does that mean?
  - Certified non-profit organization
  - Established goals, bylaws, and more formal leadership structure and distribution of work
  - Donations and purchases would be tax deductible
  - Roles become more formal – secretary must produce minutes, treasurer must complete financial reports, etc.
  - Taxes must be filed annually
  - Financial audit must be done annually



# PROS & CONS OF RUNNING A NON-PROFIT

PROS	CONS
Trusted fundraising source for PT4 Kindness, community random acts of kindness (ramp), and other future events	Annual costs associated: insurance, website hosting, PO box, etc.
Local organizations are more likely to donate for the tax benefits	Annual need for fundraising to maintain basic operational costs (\$1000)
Formalizes the independence of PTCC	Commitment from officers to fulfill roles
	Set-up costs of \$525 plus legal fees to establish

# STEPS FOR GETTING STARTED

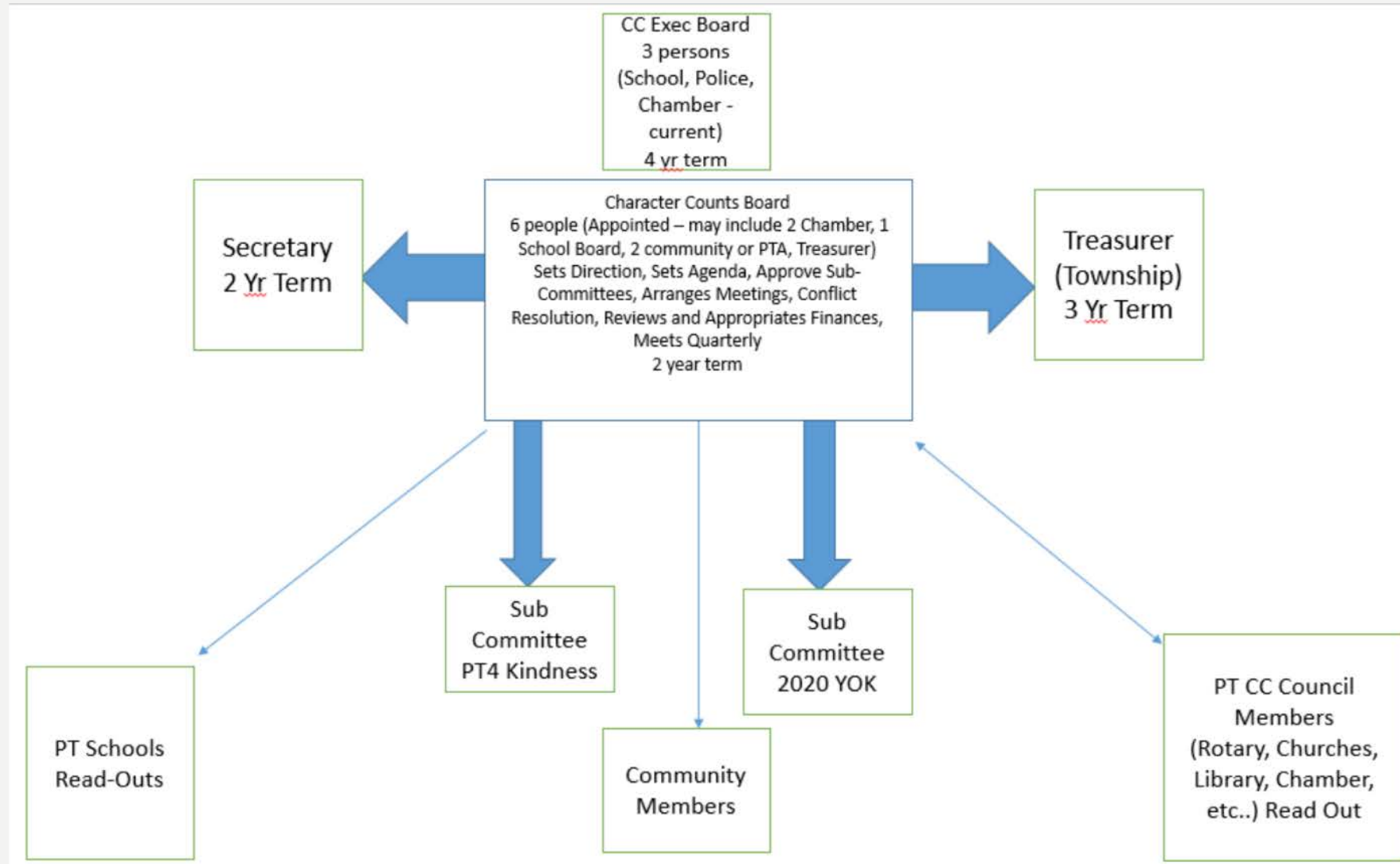
- What is my objective?
  - Funding future projects (community events)
- Who am I trying to reach?
- Do I have the resources to achieve this goal?
  - Financial
  - Willing members (board of directors and fundraising)
- What is my timeline?



# HOW IT'S DONE

- Pick a creative and relevant name – we've got that!
- Assemble a Board of Directors
- Draft your bylaws
- Decide on a legal structure
- Prepare and file articles of incorporation:
  - Purpose of organization
  - Names of initial directors
  - Name of incorporator
  - Name and address of registered agent
  - Statement of membership

# POSSIBLE ORGANIZATIONAL CHART





# POSSIBLE ORGANIZATIONAL CHART

