

**Florence Community PTA
General Membership Meeting Minutes
September 10, 2013, 4:00 p.m.
Siuslaw Elementary School Library**

Call to Order

The meeting was called to order by president Alice Burns at 4:05 pm. Sixteen members were in attendance. A quorum was present.

Reading of the Standing Rules

The secretary, Jennifer Wilks, read the Standing Rules for 2013-2014.

Minutes

Jennifer W. made a motion to approve the minutes from the May 14, 2013 meeting. Heather Goldsmith seconded. Vote. Motion approved.

Financial Report

Bou Kilgore distributed the End of Fiscal Year Report for 2012-2013 and the Proposed Budget for 2013-2014. Both reports are attached.

Correspondence

- Lynn Woodward: thank you for all the PTA does
- Indian Education – thank you for Teacher/Staff Appreciation Week
- SES Staff – thank you for inservice luncheon
- Shawn Wiencek – thank you for sweatshirt
- Shannon Graham – thank you for inservice lunch
- Emails – thank you for inservice lunch
 - Ethel Angel, Vonnie McClellan, Kari Blake, Cindi Ramsey, Neil Wartnik, Gina Castro-Brandt, Cindy Allen, Colleen Christian, Jackie Franklin, MJ Church, Suzanne Serva, Debbie Randall, Alexis Wells, Shannon Graham, Shawn Wiencek, Mary Dodson

Committee Reports

- **Box Tops:** Per Diane McCalmont, Cathy Ball has agreed to chair this committee again; first order of business is to setup Civil War at SMS; Dennis King & others entered online over the summer for the \$75,000 grant.
- **Campbell's Labels:** Button Watkins reported we have 16,000 points which equals \$160; Siuslaw West School will continue to put this together & will get profit.
- **eScrip:** Diane reported 14 new members for a total of 983 total supporters through Safeway; Diane asked for new chair to promote with flyers, publicity in paper, speaking to service groups.
- **Legislative:** Diane explained this committee should serve as a study and action group to provide PTA members with information on current and pending legislation that affects the health, safety, education and welfare of children and youth; asked for new chair; Diane will contact parent who expressed interest last year.
- **Membership:** Diane reported 34 new members; asked for new chair.
- **Viking Apparel:** Diane reported a lot sold & new order put in last week and will be delivered next week.
- **Fall Fitness Fair:** Alice asked for input regarding date of the Fall Fitness Fair; date agreed upon is November 16; Alice will submit request for building use.

Old Business

- **Live Stream Equipment:** Mr. Rowbotham has researched & reported SHS has camera & we need cost for capture device & laptop; has talked to lawyers about ads & disclosure; he's going to get back to us.
- **Resurfacing stadium walkways:** finished phase 1: got together over the summer and power washed and resurfaced bottom of steps and ramps; want to move on to phase 2 next summer (next deck up); Ron's paint gave discounted materials; Jennifer will mail a thank you letter to Ron's Paint.

- **Back to school report:** Alice reported inservice luncheon; PTA gave out composition books & pen; back to school baskets to all buildings; supplied new bbq for back to school bbq at SES (680 hot dogs); all well received; Fred Meyer gave us a \$80 gift card which was used for bbq propane tank, bbq cover, and bbq tools; Jennifer will mail a thank you letter to Fred Meyer.

New Business

- **Teacher/Staff Grants:** Grant Committee meets at 3:30 pm and is comprised of community members, teachers, parents, and PTA members. Grant Committee reviewed three grant requests.
 - Tyrah Forbes – \$359 for new PA system; this exceeds the allowance of \$250 for grants; Grant Committee will request more info from Ms. Forbes.
 - Shannon Graham –\$75 for cd player, 5-way splitter, and 5 headphones; this grant was approved.
 - Shannon Eivers – rewards & incentives for online course completion and behavioral improvements; Grant Committee will request more info from Ms. Eivers.
- **Schedule of Events:** Alice reported special events for the 2013-2014 school year, including Parent-Teacher Conferences in October, Fall Fitness Fair in November, Holiday Shoppe in December, Anti-Bullying presentation and parent dinner in January, Bookfair Diner in February, Talent Show in March, Parent-Teacher Conferences and PTA State Conference in April, and Teacher Appreciation in May.
- **Readerboard:** Diane is writing a grant to Lowe’s Toolbox for Education to obtain funding for the SHS readerboard project, with a deadline of Oct. 15th. The SHS readerboard account currently holds \$10,920, and the total project will cost about \$21,000. Rachel Pearson gave history & background of readerboard. Diane made a motion for PTA to support the writing of the grant, help fundraise if additional funds are needed, and help with a volunteer pool. Rachel seconded. Further discussion. Dennis King suggested amending the motion to include monetary support by PTA. Diane amended her motion to support the writing of the grant, help fundraise if additional funds are needed, and help with a volunteer pool, as well as match grant funds up to \$5,000 if grant is awarded. Shannon Graham seconded. Vote. Motion approved.
- **Anti-Bullying Speaker:** PTA Board talked about hosting a dinner/program with a topic of Bullying. Diane has been looking into speakers and resources. One professional (Paul Coughlin) will give up to 3 presentations in 1 day at a cost of \$3,000 (assemblies at middle and high schools in addition to an evening program for parents/teachers). Also looking into resources from Lane County Prevention & University of Oregon Institute of Violence & Destructive Behavior. Discussion.
- **Website:** Diane gave update that we have enlisted Charity Advantage to host the PTA website; Diane and Jennifer are working with Charity Advantage to get site built; will take about 2 weeks.
- **Cotton Candy Machine:** Some concerns raised include the PTA will have to train people how to use it; it might break & we are still responsible for it; it might be returned dirty; discussion to raffle it off. No decision made

Announcements

- **Next meeting:** October 8, 4:00 pm at the Siuslaw Elementary School Library

Adjournment

The meeting was adjourned at 6 pm.

Respectfully submitted,
Jennifer Wilks
Secretary, Florence PTA

OREGON PTA
END OF FISCAL YEAR REPORT
 Fiscal Year Date: July 1, 2012 – June 30, 2013

Local Unit Name: Florence Community PTA

Region: 6

Opening Balance (first day of fiscal year)	\$ 4,720.76
Income	
Membership	\$ 1,508.00
Donations	\$ 710.45
Investment Income (interest)	\$ 3.68
Banking(checks/grant money returned)	\$ 165.00
Fundraisers	
Box Tops	\$ 3,433.80
Carnival (received for 2012 carnival)	\$ 275.00
Talent Show	\$ 1,227.10
eScrip	\$11,042.04
Holiday Shoppe	\$ 1,597.00
Viking Shirts	\$ 1,559.00
Total all fundraiser income	\$19,133.94
Total Income	\$21,521.07
Expenses	
Misc. grants & similar amounts paid	
High School Student Scholarship	\$ 500.00
Teacher & School Org. Grants	\$ 7,281.62
Printing, publications, postage, shipping	\$ 67.47
Other operating expenses (Convention, Dues, Ins, Other, Bank Chrges)	\$ 2,507.29
Equipment Purchase/Maint.	\$ 107.26
Fall Fitness Fair	\$ 420.68
Other Programs & Events (Bk Fr Diner)	\$ 513.83
Reflections Program	\$ 0
Teacher Appreciation	\$ 955.15
Fundraiser Expenses	
Box Tops	\$ 319.43
Carnival	\$ 0
eScrip	\$ 126.00
Talent Show	\$ 650.00
Holiday Shoppe	\$ 960.34
Viking Shirts	\$ 1,154.85
Total all fundraiser expenses	\$ 3,210.62
Total Expenses	\$15,563.92
Ending Balance (last day of fiscal year)	\$ 10,677.91

INCOME	BUDGET	Current month	YTD TOTALS	explanation
Membership Dues (@150)	1650			Increase by 25 members
Donations, grants, gifts, etc.	900			
Carnival	0			Lend our cotton candy machine with materials to school groups
Holiday Shop	1600			Last year profit only @ \$500
Talent Show	1200			Two nights @ \$2 a seat
Box Tops for Education	3400			
eScrip	11000			
Viking Shirts	1500			
Banking Other Income	200			Convention refund
Interest on Bank Acct.	varies			
TOTAL INCOME	21450			
EXPENSES				
High School Scholarship	2000			Increase to 4
Teacher/Staff / school org. Grants	8000			
Teacher/Staff Appreciation, Conferences, Back to School	1200			
General office, postage, PO box	100			
Convention/Training	1000			Operating expenses
OR State/National PTA Dues	1425			Operating expenses
Insurance/Incorporation	300			Operating expenses
Equipment –Supplies/Maintenance	1000			Popcorn machine, barbeque, 12 event tables
Book Fair Diner	500			
Carnival	200			Cotton candy rental
Fall Fitness Fair	1000			Expand to fitness run, breakfast, inflatables
Holiday Shop	1000			
Movie Nights	60			Refresh popcorn/H2O
Reflections Arts Program	300			Offer art stipends @ middle school
Talent Show	650			2 nights @ FEC
Box Tops for Education	300			Prizes, collections
e-scrip	125			
Viking Shirts	1350			
Other	600			
Bank Charges	varies			
TOTAL EXPENSES	21110			
<i>Checking account balance</i>	10677.91 (6/30/13)			

PROPOSED BUDGET FOR THE 2013-2014 SCHOOL YEAR

PTA Meeting Sign in Sheet

Date: September 10, 2013

NAME	MEMBER?
Jenny Velinty / SAPPISA	✓
Jennifer Wilks	✓
Dane McCalout	✓
Heather Goldsmith	
Sarah Gage-Hunt	soon
BUTTON WATKINS	✓
Rachel I. Pearson	✓
Dennie Daugherty	✓
Jennifer Rasmussen	
Mylee Card	✓
Dennis King	✓
Edward Mike	new
Shannon Graham	✓
Mike Harklerode	soon yes!
Alice Burns jr	yes
Di McPheeters	yes