

## PTA General Meeting Minutes 8-20-2019

Meeting Location: Room 206 GC School

Meeting Called to Order: 5:33pm

Presiding: Cherie Benefield

In attendance:

Voting Members-Cherie Benefield, Joanne Chauffer, Kimble Talley, Gloria Barrett, Joleen Thornsberry, Tracey Triggs, Jonathan Triggs, Kara Chenevert, Craig Chenevert, Jeanne Yost, Peg Lyle

Joined after meeting - Jennifer Beebe

Non-member guests - Lori Rommel, Felix Christiansen\*, Hydee Plaza\* (\*students)

1. Welcome from Cherie Benefield, President of the PTA
2. Everyone introduced themselves as members and/or guests
3. We'll have name tags at some point
4. Introduced new student members who have been invited to give the young student perspective.
5. Reading of the national PTA mission statement - Cherie emphasized that the mission is to "*advocate*" for students.
6. Invitation to Read "New Year Documents" for voting
  - a. Cherie showed the blue folders containing bylaws etc. that all are invited to glance at the copies of the rules and the things that we need to vote on tonight. We can amend them, such as the meeting day and time, however, tonight, we need to vote to approve them.
  - b. We also have to ratify the AZ PTA bylaws even though we can't really change those locally.
7. Cherie introduced Northern Arizona PTA Field Services Representative, Joann Chauffer
  - a. Joann shared about her background and commitment to really transform education
  - b. What can we do beyond being an ATM for the school - what kind of programs can we develop, what kind of political activism could be done
8. Introduction of 2019-20 Officers
  - a. All of the other officers moved away or resigned. Cherie Benefield is the only remaining officer of those elected in April. Gloria Barrett had been voted secretary, but has since been appointed VP by Cherie B.
  - b. Because we didn't have an election and 3 people stepped up. Gloria Barrett, voted as secretary-moved to VP, Kimble Talley-Treasurer, Heidi Hoel-secretary. Is there a motion?
    - i. Kara Chenevert made a motion to approve the existing officers, it was seconded
    - ii. Jonathan Triggs asked if any officers wanted to not continue their assigned position?

1. Heidi would like to be replaced
  2. Is there anyone who would like to step up to be secretary?
  3. No one wanted to. Cherie asked if Heidi would stay in the job until someone thought they could take it over? Heidi agreed.
- iii. Motion was approved unanimously.
9. Cherie is reviewing the standing rules
- a. Update on insurance
  - b. Increase on our dues because national PTA increased their fees, \$12 for single, \$20 for a couple
  - c. Elected officers - just need 4 standard officers - only elected for a single year - will meet every other week on Wednesdays
  - d. General membership meetings will be the 2nd Tuesday of every month at 5:30pm for 1 hour
  - e. A quorum of members is required - 5 members plus 2 officers in order to vote
  - f. Minimum age of members is 6th grade - if students show up for 3 or more consecutive meetings - we will pay for their membership
  - g. Financial review for SOA (Standards of Affiliation) needs to be completed by August 15th of every year.
  - h. Must follow financial best practices as closely as possible
  - i. Kimble moved that we ratify the standing rules. It was seconded.
  - j. No discussion.
  - k. Standing rules were approved unanimously.
10. Must ratify the AZ Bylaws to exist
- a. Kara made a motion to ratify. It was seconded.
  - b. No further discussion.
  - c. Passed unanimously.
  - d. Joann gave background that the bylaws and the organization structure is important because they support us if needed.
11. Treasurer's Report - Kimble
- a. Kimble has reconciled the bank binder and it is ready to be returned to the president for the annual review - only 4 transactions are missing and they have small expenses less than \$10
  - b. Beginning Balance: \$6,328.80                      Proposed Ending: \$3,013.80
  - c. Few Items that have changed:
    - i. PTA meetings were added to perhaps offer incentives like snacks to increase participation
    - ii. We also have a new fundraiser of World's Finest Chocolates
    - iii. One thing we need to consider next year is to approve some summer expenses prior to summer in case they come up
    - iv. Last year, the budget was \$15K and this year we are using a much smaller budget

- v. Grants - Kimble has an education in grant writing and has successfully written grants for schools as a classroom teacher - so she looks forward to doing grant writing this year.
- vi. Joann asked how many members we have - Kimble answered that we have 23 on books, 3 new this meeting for a total of 26
- vii. Cherie - we don't vote on the treasurer's report but we do vote on the budget.
  - 1. Peg Lyle moved that we approved the budget. It was seconded.
  - 2. No discussion.
  - 3. Unanimously approved.

## 12. Summer Highlights

- a. Summer Survival Bags - PTA filled backpack bags with GCS Phantoms on the outside, packed with age-appropriate activities - was very popular
- b. Private donor donated over \$7000 to our school and we gave out a lot of it, so that is why the budget is much smaller
- c. Food backpacks - Thanks to Kara and Craig Chenevert for transporting bags of food to Tusayan to supply lockers for families in need of extra food.
  - i. We are hoping to increase the number of families up to 24. Food is supplied by St. Mary's Food Bank
- d. Cotton candy machine - had a problem - but still under warranty - we now have a new one - need to test it out to make sure it works
- e. Open house - we purchased pizza for staff members and ice cream for the families at the end
- f. Officers Training in Prescott
- g. World's Finest Chocolates - Gloria update - \$1 bars - only bought 7 boxes to start, were sold in a week and a half, Gloria went to Vegas and found a distributor for less, sold 10 boxes immediately, bought another 50 and now only 8 remain. Rec Center, Community Library, 7-Mile Lodge, Chamber of Commerce are the selling locations. Selling to DNC at General Store.
- h. Heidi shared about the upper elementary teacher workroom renovation that PTA helped sponsor

## 13. New Business

- a. Looking for members for 2 committees - **Events** so that we can plan the year's calendar events and a **fundraising** committee
  - i. Fry's allows a 2% back to the PTA - we need help finding out what's available and broadcasting that out to everyone
  - ii. We need help planning events in general
  - iii. We need a FB page team
- b. GCC donated items that we can use at an evening STEAM night
- c. We need a financial review committee - will not take more than 2 hours
  - i. Craig Chenevert
  - ii. Jonathan Triggs
  - iii. Kara Chenevert

- d. Kimble - grant applications - started two grants with national PTA for Family Science Festival (\$1250) and Family Math Night (\$1000) - would appreciate some grant reviewers, also starting AZ Humanities Society (\$10-20,000) - accepting major grants
- e. HS Student Rep, Felix Christianesen- for a long time I've asked what if the kids had more of a voice in things - kids won't want to come to meetings to "approve budgets" - we do think that a student representative is a great idea.
- f. MS student rep: Hydee Plaza - maybe we could do fundraisers to fund something that the students want somewhere
- g. Ms. Rommel - thank you for coming and I'm really excited that students are here and that we have a new Principal, Mr. Yost. I'm looking forward to a new year!

14. Next Meeting

- a. 2nd Tuesday of Month, 9/10/19, 5:30 pm
- b. School Board Meeting is Wednesday, 8/21/19, 6 pm
- c. Joann thanked group for the opportunity to visit. GCS has had an active PTA for 32 years!
- d. Door prizes to Jonathan Triggs, Ms. Beebe, and Lori Rommel

15. Meeting Adjourned: 6:40 pm

Minutes Approved, officers in attendance:

\_\_\_\_\_ date \_\_\_\_\_ Cherie Benefield, President

\_\_\_\_\_ date \_\_\_\_\_ Gloria Barrett, Vice-President

\_\_\_\_\_ date \_\_\_\_\_ Kimble Talley, Treasurer

\_\_\_\_\_ date \_\_\_\_\_ Heidi Hoel, Secretary