

**MONMOUTH ELEMENTARY SCHOOL PTA**  
**GENERAL MEETING MINUTES**

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DATE: September 19, 2017  
PLACE: MES Library  
TIME: 7:00 p.m.

MEETING CALLED TO ORDER by Ashley Schaumburg, PTA President at 7:05PM.

Meeting Attendees: Heidi Davis, Nic Davis, Melissa Link-Cole, Crystal Trevino, Martha Gallardo, Rain YuanFang, Lysie Erdman, Kim Seidel, Melanie Hampton, Shari Blackburn, Mark Medel, Kristine Nightengale, Andria Twenge, and Ashley Schaumburg.

A quorum was established.

**ADMINISTRATIVE ITEMS:**

- 1) Welcome!!! Introductions
- 2) Provide copies of meeting agenda, standing rules, schedule of events, meeting dates, and officer list.
  - a. Officer List reviewed and corrected.
- 3) Everyone is welcome at meeting(s), but must pay \$9.50 dues to be able to vote.
  - a. Members as of 9/19/2017 meeting total 7.
- 4) Reminder to fill out Volunteer Background check form in order to help at school events (forms available at MES office)
- 5) Ashley will be sending donation requests to Waremart, Bi-mart, Costco very soon.
- 6) Review and vote on standing rules (due to State PTA by 11/30/17)
  - a. Standing Rules Updated to reflect current year's committees. Standing Rules approved via show of hands and a unanimous vote.
- 7) State and federal tax filings for non-profit activities are due first part of November.
- 8) Annual Insurance premium is due.
- 9) Membership information is also being updated by Martha.

READ/APPROVE MINUTES: None—this is first general meeting of school year.

TREASURER'S REPORT: Martha is waiting on budget and binder items from previous treasurer but working on getting signer status at the Bank.

**PRINCIPAL'S REPORT:**

- 1) Part of teacher's contract this year is attending 1 PTA event.
- 2) Safe is this month's focus and 1 child per class will be recognized at the assembly.
- 3) Attendance goal this year is less than 5 days missed. Kona Ice contacted as Attendance Award.
- 4) PBIS meets 2x per month.

OLD BUSINESS:

- 1) Welcome Back. Great turnout. Teachers enjoyed Yang's.
- 2) Music Teacher Wright requested clarification of budget item at Executive Meeting 9/12. Ashley to let her know that PTA will be covering budget this year.

NEW BUSINESS:

- 1) Committee signups were passed around and discussed.
- 2) Jog-a-thon is October 20<sup>th</sup>. Are we getting water bottles?
  - a. Per group consensus we will donate 545 water bottles.
- 3) Fall Festival coming up on November 3<sup>rd</sup>, 2017. We will need lots of parent volunteers for that function. We have a few people on the committee for it but need someone to Chair.
  - a. Melissa Link-Cole volunteered to Chair committee.
- 4) Yearbook—We have one camera that will be passed around to classes so that we can get pictures.
- 5) Hearing tests coming soon maybe?
- 6) Any other items?
  - a. Question posed by Crystal regarding new Facebook Group and if it is affiliated with Monmouth Elementary School PTA. Group is called "Monmouth Elementary School Parents". Clarification was made about it being a privately created group and that it is not affiliated with this PTA. Also clarified what the PTA group page is called for future reference.
  - b. Lysie requested access to Supply closet to borrow containers for the Book Fair which will be held Oct 9-13<sup>th</sup> in the Library. Classrooms will be doing a coin round up.

ANNOUNCEMENTS:

- ? Hearing Tests
- 10/3/17--Executive Board meeting-- 4p.m—Room #3
- 10/20/17—Jonathon

ADJOURNMENT by Ashley Schaumburg at 8:15 pm

Minutes:

Approved as Presented \_\_\_\_\_ Date: \_\_\_\_\_

Approved as Corrected \_\_\_\_\_ Date: \_\_\_\_\_

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Secretary (Signature)