



PTSA Membership Meeting
Wednesday, September 9, 2009
Approved Minutes

Attendees: Kylene Anson, Kayley McDonald, Kathy Compitello, Michelle Everett, Nancy Iadanza, Karen Hansen, Karen Ballard, Michelle Lattimer, Wendy Glaess, Jennifer Mehigan, Tammy Rogers, Izy Grooms, Kym Meisner, Saori Franceschi, Maureen Bolger, Claire Flynn, Dana Distasio, Julia Applebaum, Stacey Sweet and Kristin Buck

Meeting called to order at 7:13 pm by President Tammy Rogers.

President's Report: The report was back from the external auditors for the books ending June 30, 2009. The irregularities found were as follows:

1. Checks being made payable to cash.
 - Corrective action will be that checks will no longer be made payable to cash, instead withdrawals will be made payable to an individual that will be held accountable for the funds until they are redeposited.
2. Checks were not used in sequential order.
 - Corrective action will be from this point forward checks will be written in sequential order.

There was no opposition to the approval of the auditor's report. Report approved.

Treasurer's Report: Review of the 2009-10 PTSA Budget. Two line items were questioned in the Junior High/Senior High Expenditures section. They were:

1. Jr. High Book Fair Volunteers Appreciation – \$100.00
2. Jr. High Host Family Program - \$50.00

Due to the fact that no Jr. High Representatives were available to give explanation for these line items they were omitted from the 2009-10 PTSA Budget until further review. The new totals for the 2009-10 PTSA Budget reflecting this change is:

- Junior High/Senior High Building total approved is \$3400.00
- Total Expenditures are \$63,036.00
- Undistributed Funds are \$11,792.00

There was no opposition to the PTSA 2009-10 Budget with the above changes in place. Budget Approved.

Secretary's Report: Done by President Tammy Rogers. Review proposed minutes from the July 20, 2009 meeting. No corrections, all Approved.

Vice-Presidents' Report: Review of upcoming events sponsored by the PTSA.

1. Destination Book Fair - Intermediate (Week of 9/14) and Primary (Week of 9/21) schools.
2. Craft Fair – October 17th 2009. We have $\frac{3}{4}$ of the vendor spots booked.
3. Spiritware – report from Jennifer Mehigan
 - New items for this year
 - Folding chair with bag, logo placed on back of chair and on the bag
 - Full zip fleece for adults in navy blue with logo
 - $\frac{1}{2}$ zip fleece for kids in navy blue with logo
 - Stadium Wrap with built-in hood and mittens with logo on back
 - Adult Board shorts with logo near hip
 - Women's Golf shirts available for order in Navy blue. Some inventory left in other colors.
 - New cash and carry inventory sheets being used at events with inventory on display. Including record of all volunteers working the event.
 - Fall Sale orders due on October 16th with items delivered around Nov.16th.
 - Samples of new items and cash and carry inventory will be available at Hang Around Victor Days, School Open Houses and Kindergarten Harvest Day.
 - Victor Bears will be available now for \$29.00
4. Scrapbooking Event November 7th from 9 am to 9 pm
5. Family Portraits done again this year by CLIX November 6-8. \$10.00 11x14 with other sizes available for order including t-shirts and mugs.
6. Entertainment Books available for \$30.00

Membership Report: Given by Claire Flynn. This year, we will be offering a family membership for \$10.00 with a designated family member for voting purposes. The ECEC and Primary staff will be given welcome back notes with PTSA application included. Intermediate and JR/SR High will have letters put into staff mailboxes. Membership applications will be available at PTSA events and online. Coupons from area businesses will be included with the membership cards.

Building Representative Reports:

1. **ECEC** – Given by Michelle Lattimer. Great 1st day of school with volunteers in place to help students on and off the bus and in the lunch room. Volunteers will be used in the lunch room for the first few weeks of school and on popular food days. Will implement the books during lunch program soon. Will give planners to staff with PTSA membership application included.
2. **Primary** - Given by Kristin Buck. Mother/Son event date in limbo for event held at Village Sports. Looking into dates in November that may work for school and venue. Still looking into options for the Holiday Shoppe.
3. **Intermediate** – Given by Karen Ballard. Upcoming events include Father/Daughter Dance, Mother/Son Bowling, DARE program shirts, Community Read, Science Fair awards, Reading Olympics program and BMX demonstration.
4. **JR/SR High** – No representatives available for report.

Reflections Art Program: Given by Wendy Glaess. This program is entering its 3rd year at Victor, we have had increased support every year. Working to secure more galleries possibly at Victor Library and Eastview Mall.

Unfinished Business:

1. Election of new PTSA Secretary. Stacey Sweet nominated for position, no other nominations. All approved no oppositions.

New Business: No new business at this time

Meeting adjourned at 8:05pm