

Lake County Council PTA Minutes

September 27, 2018, 7:00pm

Orchard Hollow Elementary School

In attendance: Taryn Winney, Kelly Belin, Debi Cole, Sandy Bradshaw, Hope Marcum, Deb Kuivila, Christine Henninger, Mickey Pugh, Chris Kirk, Beatrice Goldberg, Shannon Castiglione, Alison Sikora, Meghan Schoening, April Helberger, Parham Weaver, Sarah Salomon, Lynda Laws, Nicki Smith, Kim Kolenc, Jen Bohana, Allison Esack, Carrie Blair, Valerie Tommasone, Lorrie Schuck, Amy Tulenson, Kimberly Jones, Katie Brandt

Call to Order: 7:05pm

Pledge

President: Taryn Winney

Welcome. This is Taryn's 3rd year as LCC President. She loves working with all the LCC PTA units. Wonderful board, (introductions)

Vice President: Kelly Belin (Fairfax), Treasurer: Lynda Laws (Shore), Secretary: Debi Cole, (Mentor High School)

Committees: Reflections: Deb Kuivila, (Mentor High School)

LCC is all units from Lake County, not just Mentor schools.

Attendee introductions:

Christine Henninger: Memorial Middle, and Hopkins PTA President

Hope Marcum: Shore delegate

Mickey Pugh: Mentor High PTA President

Nicki Smith: Mentor High delegate

Chris Kirk: Buckeye PTA Secretary

Valerie Tommasone: Buckeye delegate

Sandy Bradshaw: Kirtland delegate

Beatrice Goldberg: Bellflower delegate

Shannon Castiglione: Fairfax delegate

Alison Sikora: Hopkins PTA VP, Memorial delegate

Meghan Schoening: Hopkins PTA Vice President

Lorrie Schuck: Hopkins delegate

April Helberger: Orchard Hollow PTA Vice President/Delegate

Parham Weaver: Orchard Hollow PTA President

Sarah Salomon: Sterling Morton delegate

Katie Brandt: Ridge delegate

Kimberly Kolenc: Royalview delegate

Kimberly Jones: Lake delegate

Jen Bohana: Sterling Morton delegate
Allison Esack: Madison South delegate
Carrie Blair: Madison South PTA President
Amy Tulenson: Bellflower PTA President

A Conventions workshop Taryn attended was “How to make your PTA click?” Make everyone welcome. Follow the Ohio PTA mission statement:
“Be A POWERFUL Voice for All Children;
A Relevant Resource for families and communities; and
A Strong Advocate for the education and well-being of every child.”

Why do people join PTA? As leaders, find out what members want and need. Reasons why some don't join: no time, waste of time. Incorporate these 5 things in everything you do. 5 pieces of paper were displayed around the room with these 5 words on them. Attendees were asked to write what each meant to them.

1. Relevance: Connect with topic, inclusive,
2. Successful: How many people attended? Look at quality or event and goal. If you hosted a men's event and 3 out of 5 attendees were men, was it successful? Yes. Involve parents, trust.
3. Productive: We are all busy, use OHIO, Only Handle It Once. Make decisions, delegate. Just because we have always done in the past, doesn't mean we have to keep doing it.
4. Efficient: stay within a limit planned, stick with agenda
5. Fun: Recognize accomplishment of members, laugh, enjoy.

In order to be successful, look at all 5 topics incorporating our mission.

Presidents Report: Taryn Winney

*Ohio PTA facebook page H.U.B. This is a closed group used to network, ask questions, get ideas. It is easy to set up on Facebook by answering a few questions to verify you are a PTA member. Open to all members.

*There is no Ohio PTA summer training, due to National convention being in Columbus this year. Encourage all to attend fall training on October 18, hosted by LCC PTA.

*Santa shop-Fun services: Open house October 10th at the Hampton Inn on Emerald Ct. 11:30-1:30.

*Must file if your unit grossed over \$50,000 last year. File a 990 if you brought in over \$50,000.

Beginning of the year reminders:

*Each unit's budget should be approved at your first meeting. At end of year, summer spending amount needs to be voted on and approved.

*Financial review /audit is due at the end of the year. Approved at 1st meeting. 3 people (non-check signers) should comprise an audit committee. Review your bylaws. There is a sample audit review form on Ohio PTA website.

*2 check signers are needed on each check. Your insurance may require this, even though Ohio PTA does not.

*Fundraisers should be determined according to your budget and how much money you need to raise to do the activities you want. This limits the number of fundraisers you are asking of your parents.

*Minutes at Meetings must be approved and voted on. Officers and/or attendees can approve through email before your next meeting. This can save time. Post on your website.

*Bylaws: update every 3 years. Follow current bylaws time limits and instructions to form a committee to review and make changes. Ohio PTA has a template to use, changes are made often, so use this template.

*Tax filing is due in November

State Convention and National Convention (Both in Columbus this year)

*Convention/training is a legit expense. \$15 training fee in October. If your unit needs financial assistance, please see Taryn. Standing rules should include who will attend, and what your unit will cover. Suggestions are gas, hotel & bed tax, food, registration. Updating Standing rules are easier to update than bylaws.

*National convention has asked for volunteers. Volunteering 4 hours will get the \$350 registration fee waived. Let Taryn know if you are planning on attending.

* Open up attending to your incoming officers if this is an election year for your unit.

Fall Training: Thursday, October 18, at Paradigm 5pm-9pm.

*LCC PTA is hosting. Flyer included for members to sign up. We are asking units to donate water and dessert/fruit trays, sign up sheets passed around. Debi Cole will coordinate. Ohio PTA will provide dinner: soup, salad, bread. Some of the workshops may be Parliamentary Procedures, Conflict management, Family engagement.

Vice President: Kelly Belin

Founder's Day: looking into March 5th. Planning meeting in October. Looking into a new venue this year. This is Kelly's last year at Vice President, if anyone is interested in the position, she would like you to be a part of this planning, since this is the main responsibility of the Vice President.

Secretary: Debi Cole

Please sign in at meetings. April minutes are approved and posted on our website.

Treasurer: Lynda Laws

*12 schools have joined LCC PTA. You must join by November 30th to be eligible to participate in Reflections program.

*Financial review: current bank account information

*Financial review: end of year 2017-2018: No outstanding checks, balances matched, all deposits matched.

*Proposed Budget: Split hospitality into 2 categories: Hospitality \$50 and added Membership appreciation: \$150. Convention went from \$500 to \$750 with National Convention coming to Columbus this year.

*Each chapter is allowed 2 votes: delegate and President

*Motion to approve budget: Kelly Belin, second Christine Henninger. Approved

Old Business:

None

New Business:

Reflections: Deb Kuivila

*Kim Kolenc is helping with Reflections

*Had a meeting with units on Reflections changes this year. Major change, due to school closings. In past LCC could send 60 entries, this year we are only allowed 28. LCC is taking themselves out of the program to allow each unit to send in 16 entries on their own. LCC will still continue to help ship, register, look over and provide a celebration party. This also allows each unit to send in 16 from any combination of categories, they are not held to a cap on entries in one category. Deb will email all information to all units. Ohio memberships need to be paid ASAP, to be eligible to participate.

Good of the Order:

Carrie, from Madison asked if any units use credit/debit cards, that do not use personal social security and personal credit to open. Amy, from Bellflower's unit have a business credit card that doesn't use personal information. A social security number was used for identity verification. They use Chase bank with a small amount of credit with authorized users. She was Treasurer last year and had only one card. This year, as President, she kept her card, the treasurer and Special events chair have one. They are allowed to set controls on how much is allowed to be spent, how to pay bills, how many transactions can be made, and how often it can be used.

Taryn commented that Ohio PTA says no to debit cards, due to identity theft. Put in your standing rules who can use.

Christine, from Memorial uses 5/3 bank with only President and Treasurer having a card and at Hopkins they use Citizens bank with Treasurer and 2 other people having a card, one being the President. Own person's name is on credit card.

Reminder: No October meeting due to training on October 18. All units are encouraged to send officers and members to attend. LCC PTA website has current information and minutes.

Adjourned 8:11pm

