

Banning Lewis Ranch Academy PTO  
Regular Monthly Meeting Minutes  
July 15, 2008

1. The regular meeting was called to order by President Kristy McAllister at 8:04 a.m., Tuesday, July 15, 2008 in the school cafeteria.
2. All present said the Pledge of Allegiance.
3. Roll call was taken and the present board members were Amy Esquivel, Sophie Hansen, Tricia Greene, Mandy Roth, and Kristy McAllister. Absent members were Mr. Dinnel and Ms. Gresham.
4. Mandy Roth made a motion to amend the agenda to include a discussion regarding uniform resales. Kristy McAllister seconded the motion. All voted and the motion was approved.
5. There was no administration or staff reports since Mr. Dinnel and Ms. Gresham were unable to attend.
6. Tricia Greene presented the treasurer's report. Total deposits were \$1,638 for yearbooks, \$215.93 for field day, \$1,233.75 for uniform resales, and \$4.05 for staff gifts. Total disbursements were \$1,765 for yearbook, \$149 for PTO Today, \$9.59 misc. and insufficient check fees for an ending balance of \$7,414.43
7. Discussion Items
  - A. Membership fees - A discussion was had regarding reducing membership fees from \$15 to \$10 and offering a business membership for \$20. The business membership could include an ad in the newsletter or display of business cards on the PTO board. Depending on the number of business participants, we may need to limit the number of ads per newsletter and rotate monthly. The board wishes to keep the newsletter online in an effort to "go green". The logo for mugs was approved by the school board and new members will be receiving them as an incentive with their paid membership. The areas that PTO membership funds will be allocated to will be discussed during budget meetings, to be set at a later date.
  - B. Teacher in-service lunches - Continuing to provide a teacher in-service lunch was discussed. Those present thought we should continue to provide the lunches. Kristy McAllister will check with Mr. Dinnel as to the dates that they would like PTO to provide lunches. The volunteer coordinator will send out notices asking for donations and volunteers as needed.
  - C. Movie Night – The fundraiser coordinator discussed that a license was necessary to provide a movie night for the school. Sophie will check on whether a yearly fee or one time fee would be most cost effective. Timeline and equipment will need to be checked on for expenses as well. Fundraising will check into whether or not it will be put on for fun or as a fund raiser and get back with the board.
  - D. Yearbook – It was suggested that next year checks be made out to Jostens instead of BLRA PTO to avoid some of the insufficient check fees and to keep them up to date as to the numbers needed. A discussion was had to speak to the middle school to see if they would like to have a yearbook club with as much PTO support as needed.
  - E. Secretary recording of minutes – The President and Vice President attended the School Board Meeting and clarified that it is acceptable for the meetings to be recorded for the purpose of writing minutes. This allows the secretary to more fully participate in the meetings.

- F. Timelines for the school calendar magnets – Higher costs associated with getting the magnets makes it necessary to raise the price to \$2.50, going to up to \$3.00 after the end of August as an incentive.
- G. 2008-2009 Budget – Allocation of funds for teacher lunches and gifts, office supplies, etc. A PTO budget workshop will be scheduled to discuss details.
- H. Uniform Resale – The idea of having another uniform resale was discussed since people were unable to resale their uniforms at the last sale since there was still a week of school left and not able to reach incoming kindergarten parents to get the word out. Possible dates were Aug. 8<sup>th</sup> and 9<sup>th</sup>. Kristy McAllister was going to discuss with Mr. Dinnel and Mr. Parker to see if those dates were available since it would be the beginning of the Parade of Homes weekend in Banning Lewis.

#### 8. Audience Comments

Chris Cockerham suggested that the By Laws be amended to cap the amount of funds being rolled over each year. Mr. Cockerham stated that the amount that is being brought over from last year without bringing it to the membership for a vote could bring the potential for someone to come in and suggest a mismanagement of funds. The current bylaws state that a minimum of \$500 must be rolled over and Mr. Cockerham suggests that that be changed to \$1000, because he feels that people will not have incentive to donate to PTO if they currently have \$8000. A discussion was had that some of the funds are earmarked for more expensive items and Mr. Cockerham suggested that that be brought to the attention of the membership so that they will be aware of what the funds are allocated for. Kristy McAllister and Mandy Roth agreed to look into amending the by-laws.

Mr. Cockerham also noted that the June meeting minutes had misquoted him as saying that the school board meeting was for counting the ballots and he wanted it noted that it was not a school board meeting but an election board meeting.

#### 9. Consent Agenda –

Mandy Roth motioned that the June minutes be amended on Committee Reports: Membership to state that Kristy McAllister announced that “PTO is considering” membership for the 2008-2009 year be only \$10.00 per family.

Mandy also motioned that the minutes be amended to correct the misquote of Mr. Cockerham. It should read, Next BLRA “election committee” meeting will be Monday, June 16<sup>th</sup> for ballot counting and on Tuesday, June 17<sup>th</sup> for their regular meeting and announcement of election results. Kristy McAllister seconded the motion. All voted and the amendments were approved.

#### 10. Specific Actions to be considered by the PTO Board:

- A. Membership fees – A motion was made by Kristy McAllister to reduce family membership to \$10 and provide a business membership for \$20. Tricia Greene seconded. All present approved.
- B. Annual place of posting for board meetings. A motion was made by Kristy McAllister to post the agenda for the upcoming meeting on the door of the school. Tricia Greene seconded. All present approved.
- C. Movie Night – A motion was made by Kristy McAllister to table this item until more information was available regarding licensing and equipment costs. Further date shall be determined by the board. Mandy Roth seconded. All present approved.

11. Future Business – Movie night costs. Teacher in-service lunch dates. Middle school taking over yearbook preparation. Setting a date for the budget workshop.
12. Next meeting will be Tuesday, August 12, 2008, at 6:00 p.m. Kristy McAllister adjourned the meeting at 8:37 a.m.

Approved 8/19/2008