

**LANDSTOWN MIDDLE SCHOOL
PTA Executive Board Meeting
Aug 5, 2009**

President Karen Ratner called the meeting to order at 6:45 pm.

Members present: Karen Ratner, Diana McAndrews, Jon Cason, Robin Mounce and Gena Fortune

1. Secretary's Report:

Minutes from the June 10, 2009 Executive Board Meeting were distributed and approved as amended.

2. Treasurers Report: Audit and Budget for 2009-10

- Karen Ratner presented the audit summary for the 2008-2009 school year. The audit was completed on 07/28/09. Generally the records were well maintained and documented. There were no discrepancies. The audit was approved. A copy of the audit will be forwarded to the state.
- Karen also presented the Proposed Budget for the 2009-2010 school year. There were no questions on the budget or changes suggested. Diana McAndrews made a motion to accept the proposed budget, Robin Mounce seconded the motion, and the 2009-2010 budget was accepted. The budget will be voted on at the General Membership meetings on September 1st and 2nd.

3. Presidents Report:

- Reflections Chairs- Pat Gadzinski and Wendy McGinn
- Hospitality- Shelly Jones
- Volunteers in Education (VIE)- James Powell
- Ways and Means- Fran Bouchard
- Spirit Wear- Lou Ann Marston
- Scholarship- Melanie Walsh
- Teachers Liaisons- TBA

4. 1st VP- Programs :

Suggested programs for the 2009-2010 school year:

- "Big Blast"
- Faculty versus Students basketball game
- Partnership with Honor students to provide meals to those in need.
- Diana McAndrews will also assist and support the Reflections Program chairs as needed.

5. 2nd VP- Membership:

- Incentives for membership were discussed. Some suggestions were raffles for spirit wear and giving magnets with the school contact information listed. Jon Cason and Karen Ratner will look into the prices of magnet. Due to time constraints, Jon and Karen will present the information via email and the board has agreed to vote via email.
- Jon also suggested developing a PTA website that will contain up-to-date information on all PTA activities.

6. New Business:

- **Sign for Procedure Books.** All board members signed an agreement to maintain and return (at end of term in office) the LMS PTA Procedure Book.
- **Dates for Future Board Meetings.** Executive Board Meeting will be held the 3rd Wednesday of every month at 5:30 pm in the Guidance office conference room.

- **Spirit Wear.** Karen Ratner reported that there is a great deal of inventory left over from last year. She suggests that we do not order as much up front this year. In lieu of placing a large, a suggestion was made was provide a discount to students who place their orders during Open House. This will act as an incentive for them to place their orders early. Karen presented the possible design samples and will contact the vendor this week.
- **Open House.** Karen has asked all board members to arrive at 5:30pm for set up.
 - 6th grade, Tuesday, September 1st – 6pm
 - 7th grade, Wednesday, September 2nd- 6pm
- **Teacher Welcome Back Luncheon.** Thursday, September 3rd – 12:30 pm
The board discussed raffle ideas to encourage the Faculty and Staff to join PTA. Some suggestions were Tee Shirts and classroom supplies.
- **Fall Fundraisers-**
 - Believe and Stress Free- Starts September 25th and ends October 16th.
 - Concessions- Home Football games. There are three this fall. Dates: TBA
- **Fall Leadership Training-** September 23rd- 6pm at Kellam High School.

7. **Old Business:** There was no old business to discuss.

8. **Next Executive Board Meeting:** Wednesday, September 16th- 5:30 pm Landstown Guidance Conference Room.

Meeting Adjourned at 8:30 pm.

Gena A. Fortune
PTA Recording Secretary

The minutes were: ___ approved as read
___ approved as corrected

Date _____
Initials _____