

Loudon Elementary School PTA

Meeting Minutes

May 1, 2008

In attendance: Christine Campbell, Jenn Becker, Susan Kowalski, Molly Blanchett, Brandon Raymond, Lula Knouse, Cindy Labonte, Jenn Pfeifer, Greg Herrick, Kelli Herrick, Julie Barker, Laurie Cowan, Alicia Grimaldi, Amanda Masse.

Treasurer's Report: Jenn reported that expenses for the Literacy Night were \$177.08. The current account balance is \$13,179.31. Jenn indicated that several budget items would be paid out in the next two months but still felt a good amount will remain for next year's board.

Bylaws Updates: The committee submitted, and the membership approved, the following changes to the by-laws:

- We will now require all incoming board members to receive/sign a Conflict of Interest Policy (as required by the State of NH).
- All checks issued in excess of \$1000 will need dual signatures.
- The Treasurer must submit a reconciled bank statement to another officer (who does not have check writing authority) for review and sign off on a monthly basis.
- We eliminated a budget and nominating committee.
- We will be adding the LES principal as an authorized signature on the PTA bank accounts.

There was discussion of changing the bylaws to ensure not all officers' terms expire together. Christine reported that they looked into that but could not come up with a good way of addressing it.

Teacher/Staff Appreciation Week: Laurie Cowan reported that the breakfast plans were set. Christine reported that she only received one gift request from the first grade teachers- picnic tables for outside the teachers' lounge. Christine will look into polyethylene/steel tables at Sam's or BJ's . She will also check to see if there are other requests from teachers.

Guest Speaker, May 8: Diana Jenkins, a guidance counselor from MV Middle School, will speak about helping kids transition. The talk is intended for all ages but a letter went out to only 5th grade parents. Christine will speak to Mr. Laliberte to see if all parents should be included or if Ms. Jenkins should adjust her presentation. Jenn Pfeifer and Cindy Labonte agreed to take care of the refreshments. The membership approved \$50 for refreshments.

Yearbook: The membership approved an additional \$200 to print the yearbook in color. The total cost is \$2200 with \$1460 received from advance sales.

Teacher/Parent Surveys: Christine reported that she had a good response from the surveys. The teachers indicated difficulty taking time from family after school hours. Some parents indicated not feeling welcome at PTA meetings. The PTA will try separate PTA meetings in

September for new people to welcome them and explain exactly what the PTA does. The teachers will be receiving a newsletter periodically to update them on PTA information. Christine felt the comments would be helpful to the incoming board.

Reserve Fund Proposal: Mrs. Klapproth submitted a counter proposal to Mr. Laliberte's request for new laptops. She asked that \$2120 be used to update the school's digital technology which would include product licenses, digital cameras for each grade and video cameras. Mr. Laliberte endorsed the proposal. The membership approved. Laurie Cowan suggested the SAU be given a copy of the invoice in order to track equipment for insurance and depreciation.

PTA/LYAA Golf Tournament: Christine announced that Tracy Koufos volunteered to organize the annual tournament. Christine offered her assistance and a sign-up sheet for volunteers was sent around. Christine was to confirm the date in August.

Fall Fundraiser: The membership chose to go with Genevieve catalog sales because of the 50% profit.

Field Day: The PTA wanted to know what they could do to assist with Field Day. Greg Herrick said he would check with Ms. Staples who organizes the event.

June Meeting Conflict: The date for the June meeting was scheduled for Wednesday June 4th due to conflicts with move-up night at the Middle School and senior awards night at the High School.

Board Nominations: Jenn Pfeifer and Cindy Labonte were nominated to serve as co-presidents. Christine was nominated to serve as vice-president (in order to assist the new co-presidents), Julie Barker was nominated for secretary and Jenn Becker was nominated to continue her term as treasurer. The nominations are for one year to ease transition.

Shaws Receipts Rewards Program: Sue Kowalski reported that the PTA has enrolled in the Shaws Receipts Rewards program which will give us \$50 for every \$5000 in grocery receipts we submit. Sue will send a notice home encouraging Shaws shoppers to save their receipts and send them in to the school.

Katie Silva Scholarship: Sue Kowalski followed up on Mrs. Patenaude's inquiry about a donation. For her senior project, Ashley Dlubac raised money for a scholarship in memory of her friend Katie Silva who died in a car crash while she was a 5th grader at LES. Sue suggested the PTA take \$100 from the baby-sitting line that was not used and donated it to the scholarship. The membership approved.

Mildred Lampron Scholarship: Julie Barker reported that eight applications had been received. A committee was formed to review them.

The next meeting is scheduled for Wednesday, June 4, 2008, 6:30 pm.