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| Timbercrest Middle School**Timbercrest PTSA****General Meeting Minutes****Attendees: Mitch Zimberg, Kelli Cleave, Charla Griffy-Brown, Kristi Hannigan, Tara Fleming-Jones, Kate Dick, Amy Flinn, Brooke Jones, Kim Roemer, Teri Kashi, Melissa Johnson , Emily Eggert, Audrey Kozel****June 10, 2020**1. **Call to Order and Roll Call – 7:32 pm**
2. **Approval of Minutes from the March General Meeting – minutes approved**
3. **Treasurer’s Report**
	1. **Current status – spent $1139 of $5000 classroom grants; three school events (names were put in and redistributed); $10,500 for Grants; Does not have all bank statements so this must be rectified; Finally able to give cash from Taste of Timbercrest to school so this was taken care of so all money went where it was intended. One check received will be put in general fund ($20.00); bank reconciliations will be done through electronic bank statements; 8th grade t-shirts line item will be used for signs.**
	2. **Ending total $47944.71**
	3. **Discuss proposed budget for 2020-21 to be approved at General Meeting (budget attached was presented by Brooke)**
	4. **We were not sure what fundraising would look like so lowered expected income and cut funding for programs and used reserves; Will have to see how year goes and make adjustments later (things were taken down for staff appreciation and other items because of the hybrid fall opening and uncertainty);**
4. **Approve 2020-21 Budget**
	1. **Brooke motioned to approve the budget as presented and Melissa seconded. So the budget was passed as presented by unanimous vote.**
5. **Approve Financial Review recommendations**
	1. **Full financial review was presented; this was posted on the website as well**
	2. **Findings required bank statement reviews and reconciliation; this will be done with the electronic printout**
	3. **New checks are ordered; On current checks can’t read the second line so trying to make this change to use the top-line only so this is all readable**
	4. **Are developing a procedure for logins and passwords and put this in the standing rules; will do this in the October meeting**
	5. **Would be useful to get a statement from the school on how the money was spent (a report); Will work on putting this together; this is only for checks written to Timbercrest**
	6. **Brooke motioned to approve the financial review as presented and Kim seconded. Approved by unanimous vote.**
6. **Nominating Committee: Election of Officers**
	1. **The report from the nominating committee was submitted. The nominating committee consisted of: Audrey Kozel, Emily Eggert, Melissa Johnson**
	2. **Using the following script the nominations were read out according to the script by the President, Secretary, and Nominating Committee.**

The 2019-20 Timbercrest Middle School PTSA Nominating Committee hereby places the following names into nomination: For the officer of Co-Presidents: Terri Kashi and Melissa Johnson For the office of Vice-President: Kate Dick For the office of Secretary: Brooke Jones For the office of Treasurer: Kim RoemerThe nominating committee has confirmed that all nominees have been a member of the PTA for at least 15 days prior to the election, and meet other requirements as stated in the WSPTA Uniform Bylaws. There was a self-nominating period according the adopted electronic policies and there were no nominations during this period.* 1. **Amy Flinn moved we approve the nominees as presented and Kelli Cleave seconded. Vote was unanimously approved.**
1. **Grants – no new grants; Mitch and Kelli are doing reconciliation and making sure the grants are properly recorded**
2. **Principal’s Report/Discussion – We had several parent meetings to welcome incoming six graders; All were well attended and very successful; One upside was that there was a high level of engagement; Next Tuesday is pick-up and drop-off day in the morning; Second night from pick-up from 4-6 for those who could not come; Working with PTSA to sponsor to sponsor a car parade for 8th graders on Thursday, June 18, to be cheered on by staff members; Honor Society video is coming ups soon and ASB is planning an ASB treat; Honor Society Certificates and other awards will be delivered in person; yearbooks will be delivered in August; 8th grade signs have been ordered and will be delivered (might need some help); No idea what the fall brings and waiting for states to provide their guidelines and so hoping for guidance in the next few weeks, plan from NSD in July and operations in August.**
3. **Committee Reports: Golden Acorn, Outstanding Educator and Advocate Awards, 8th Grade Party, Staff Appreciation, Membership, and legislative chair**
* **We have the awards in now and Jen is putting together the tally’s and the key snippets for video recording and surprise people; had a lot of votes so system worked really well.**
* **8th grade party committee decided rather than do an event in August will help with 8th grade car parade on June 18**
* **Staff appreciation gift cards went well but there is about 5 that haven’t been opened (the email) so they will be re-sent.**
* **Membership – we have a new member (from incoming sixth grader night)**
* **Legislative Report – Waiting for OSPI guidelines**
1. **Other Business**
	1. **Year end financial review will be completed by: Amy Flinn, Brooke, (Kim and Sherry will do mid-year)**
	2. **Will do after close of the books**

 **10.) Adjourn – 8:20 pm** |