

**Bollman Bridge Elementary School
PTA Executive Board Emergency Meeting
and
PTA General Meeting at Back to School Night
Meeting Minutes
September 16, 2009**

Present were: Tina Ferguson, Michelle Poindexter, Heidi Maxa, Raquel Braithwaite, Leah Williams and Nicole Verdejo

Introductions

Tina Ferguson opened the emergency executive board meeting at 6:00 pm and established that we had a quorum.

Meeting Purpose

The PTA bylaws were expiring and a new and updated version needed to be discussed, voted on and sent forward to the Maryland PTA Board for filing.

President's Report

Tina has begun requesting community support/donations for the PTA. She's gotten 300 Domino's Pizza discount cards, 6 free pizza coupons, 8 Applebee's free kids' entrée coupons and a free 6 week fitness membership from Live Well Fitness. The discussion amongst the group was how to best use the items that have been donated. Tina's idea was to use the items as incentives to increase the participation of teachers within the PTA. The 6 week fitness membership could potentially be used as an auction item. The executive board members concurred with her ideas and suggested similar ideas to use them as incentives for participation and auction items.

The discussion about auction items led to Leah suggesting that we begin requesting donations from companies and individuals as soon as possible, well in advance of the actual auction. Leah has assisted with a PTA sponsored fundraising auction in a different school in the past and she had excellent ideas on where and how to obtain unique donations. She agreed to assist the current auction planner, Doug. Leah is also aware of 3 free office size copiers through Craig's List and is planning to contact the owner to potentially get them for the school.

Bylaws Discussion

Most everything in the current bylaws will be staying the same. There are just minor changes that need to be discussed and voted on to update the bylaws. In brief, the amendments made were within Article VI – Officers and Their Election. Section 2.a. – The number of vice presidents for BBES will be 1 and we will continue to have two secretaries (recording and corresponding). Section 2.b. The sentence was changed to read, 'Officers shall be elected at the last general membership meeting of the year.' Section 2.d. Officers shall serve a term of 1 year, rather than 2 years. In Section 3. – Nominating Committee. Section 3.a. Our nominating committee will consist of 3 members and those members shall be elected by the Board of Directors.

All changes as summarized above were voted on by the executive board and all were approved. A full copy of the updated BBES PTA Bylaws will be available on the PTA website, www.bbespta.net once accepted by the approving body.

The emergency executive board meeting concluded at 6:26 pm.

Back To School Night/General PTA Meeting

A general membership meeting was held as a part of the Back to School activities. The back to school program began with Principle Jonathon Davis welcoming everyone and introducing all of the staff at the school. He then handed the meeting over to the PTA.

The PTA general meeting began at 7:00 pm. Tina introduced those executive board members present and had everyone stand to be acknowledged. The first order of business was to elect two new members, Nicole Verdejo – Vice President and Leah Williams – Treasurer. Both were unanimously voted in to the leadership roles.

Next, the need for an update to the bylaws was explained. Tina also explained the amendments approved by the executive board. The amendments were voted on by the general membership and were again unanimously approved.

The budget for the upcoming school year was discussed and voted on. The budget was approved by the general membership by unanimous vote.

Tina explained the purpose of the PTA and some of the goals for this year. In addition to supporting the parents, teachers, students and the administration of BBES; the goals are increasing communication, increasing membership, increasing participation, increasing morale, fundraising, and creating a healthier and greener school.

Tina reminded everyone that the PTA's signature color is Neon Orange and Goldenrod. When flyers/information is sent home by the PTA, they will be printed on those colors of paper to hopefully increase the likelihood of the information being read. Tina reiterated our continuous need for volunteers. The volunteering can be performed in the school, at home or even for very short periods of time as parents are available. The PTA also appreciates donations of food, items to be used as prizes/auction items, or money. The PTA is accepting membership forms tonight. She explained the membership fee and that there are discounts available in the community along with PTA membership. The first 10 people who sign up tonight will receive a small gift. Tina is looking forward to this year and welcomes input from any and all parents, staff or administrators to help make this an outstanding year. Diane Dombeck presented a quick talk about our main fundraiser for the year, Sally Foster catalogue sales. She requested that everyone participate because 50% of the proceeds come back to the school. She also showed everyone how nice the wrapping paper was as she compared it to a store bought brand.

The general PTA meeting concluded at 7:15 pm as the rest of the back to school night activities continued.

Submitted respectfully,

Michelle Poindexter
BBES Recording Secretary
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