**LAKE TRAVIS ELEMENTARY PTA

*General Meeting MINUTES
Tuesday, May 8, 2012
Lake Travis Elementary School*
*Call to Order - 6:00 p.m.***

***MEETING AGENDA***

* ***Welcome – Karen Miller-Kopp***
* ***Pledge of Allegiance – Karen Miller-Kopp***
* ***Call to Order – Ashley Wade***
* ***Confirmation of Quorum – Shannon Eklund - confirmed***
* ***Acceptance of Minutes from April 10, 2012 – Amy Liardon***
* ***Report of the Treasurer – Lisa Berneburg***
* ***Report of the Executive Board – Ashley Wade***
* ***Report of the Vice Presidents***
	+ ***Membership – Holly Dobson***
	+ ***Fundraising – Carla Stoltman***
* ***Report of Standing Committees - Committee Chairpersons***
* ***Installation of Officers – Margaret Sedlar***
* ***Principal’s Report – Karen Miller-Kopp***
* ***Announcements – Ashley Wade***
* ***Adjournment – Ashley Wade***

***ACCEPTANCE OF MINUTES
- Amy Liardon, Secretary***

* ***Minutes of LTE PTA General Meeting***
	+ ***April 10, 2012 - available on-line***
* ***Motion required to approve the minutes of the Lake Travis Elementary PTA meeting held on April 10, 2012.***
	+ ***Motion - Melissa Nelson***
	+ ***Second - Paloma Valencia-Rodriguez***
	+ ***Questions/Discussion***
	+ ***Vote Passed***
* ***All minutes are being posted on the web at for review
 lte.my-pta.org***

***TREASURER’S REPORT – Lisa Berneburg***

***BANK BALANCES AS OF APRIL 30, 2012:***

* ***WELLS FARGO SAVINGS: ACCOUNT CLOSED***
* ***WELLS FARGO CHECKING: $30,315.99 (WILL CLOSE AND TRANSFER TO FIRST NATIONAL BY NEXT WEEK. THERE ARE NO***

 ***PENDING TRANSACTIONS FOR THIS ACCOUNT)***

* ***FIRST NATIONAL BANK CHECKING: $41,723.75***

***TOTAL FUNDS: $72,039.74***

***BUDGETED OUTSTANDING EXPENSES:***

* ***ESTIMATED AT $12-13,000 GOING TOWARDS FIELD TRIPS, SOS DAYS, GRADE LEVEL AWARD $, TALENT SHOW, END OF YEAR SOCIAL EVENTS AND HOSPITALITY.***
* ***AFTER EXPENSES OUR FUNDS WILL BE APPROXIMATELY: $59,000***
* ***AT THE PTA EXECUTIVE BOARD MTG 4-17-12, IT WAS VOTED TO APPROVE UP TO $25,000 IN MINI GRANTS TO BE DECIDED BEFORE SCHOOL’S END. A $1,500 MINI GRANT TO ASSIST OUR 4th GRADE DI TEAM TO GO TO GLOBAL COMPETITION WAS APPROVED AS PART OF THAT FUND!! THESE VOTES WILL BE VOTED ON BY THE GENERAL PTA LATER IN THIS MEETING.***
* ***AFTER ALL APPROVED MINIGRANTS FROM THIS BUDGET GO THROUGH, IT WILL LEAVE THE LTE PTA ACCOUNT BALANCE AT APPROXIMATELY $34,000 (MORE IF BUDGETED EXPECTED EXPENSES TO NOT COME TO TOTAL AMOUNT).***
* ***THIS ALLOWS US TO START OFF THE NEW SCHOOL YEAR WITH APPROXIMATELY ($34,000) WHICH IS HALF OF THE BUDGETED EXPENSES FOR THE NEW YEAR IN THE BANK ON HAND.***

***THE NEW BUDGET WILL BE VOTED ON LATER IN MEETING. IN SUMMARY THE NEW BUDGET IS AS FOLLOWS:***

* ***PROJECTED INCOME: $77,520***
* ***PROJECTED EXPENSES: $68,640***
* ***WITH NET INCOME OF: $8,880 (THIS ALMOST DOUBLES OUR PREVIOUS EXPECTED NET INCOME!)***

***MAJOR CHANGES IN BUDGET WERE:***

* ***WE ADDED A SEPARATE LINE ITEM FOR THE EXPENSE OF 5TH GRADE SEA WORLD TRIP OF $4000.***
* ***TO ADJUST FOR THIS BUDGET INCREASE, WE CUT BACK SOME OF THE BUDGET CATEGORIES THAT GENERALLY GO UNDER UTILIZED LIKE SOS DAYS, GRADE LEVEL AWARD $, SOCIAL EVENTS, AND HOSPITALITY TO NAME A FEW.***

***SUMMARY OF FUNDRAISING PROFIT THIS YEAR:***

* ***CHICKFILA: $936.26***
* ***COOKIE DOUGH: $12,347.58***
* ***FUSS FREE DONATIONS: $6,870***
* ***MISC FUNDRAISING (LEARNING EXPRESS ETC): $210.40***
* ***PAINLESS FUNDRAISERS (BOX TOPS, RANDALLS): $1,558.59***
* ***CARNIVAL: $22,840***

***BOOSTER PROFIT (CLASS TSHIRTS, SCHOOL STORE, SPIRIT WEAR): $5,792.45 WITH ONE MORE SCHOOL STORE DAY TO GO TO LIKELY BRING US TO OVER $6000! AND LAST NOT BUT NOT LEAST, MEMBERSHIP : $1,230***

* ***THANK YOU LTE PARENTS FOR YOUR CONTINUED SUPPORT IN HELPING TO MAKE LTE EVEN BETTER YEAR AFTER YEAR!***

***REPORT OF THE EXECUTIVE BOARD
- Ashley Wade, President***

* ***Executive Board met on April 17th with quorum present.***
* ***Actions not requiring further action of the General PTA:***
	+ ***Voted on LTE PTA Spring Carnival and Silent Auction Date, Saturday, April 13, 2013.***
	+ ***Voted on Fall Cookie Dough and Fuss Free Fundraisers for next school year.***
* ***Actions Taken Requiring Further Action of PTA:***
	+ ***Approval of the 2011 Audit Committee***
		- ***Carol Johnson***
		- ***Kelly Johnson***
		- ***Dao Tran***
	+ ***Motion required to approve the audit committee as approved by the Board.***
	+ ***Motion - Karina Machnacki***
	+ ***Second - Margaret Sedlar***
	+ ***Questions/Discussion***
	+ ***Vote Passed***
* ***The PTA must have three check signers on the LTE account. They are the President, Treasurer and one additional board member. The new signers will be on the account before June 30th.***
	+ ***Motion to approve Melissa Nelson, Liz Morrow and Kim Cook as signers for the 2012-13 school year.***
	+ ***Motion Lisa Berneberg***
	+ ***Second - Kathleen Hassenfratz***
	+ ***Questions/Discussion***
	+ ***Vote Passed***
	+ ***Motion - The PTA Board approved a $1,500 mini grant to help the LTE DI team go to Nationals. They are needing to raise over $5,000 for registration and travel expenses to Nashville, TN.***
	+ ***Motion to approve $1,500 to help the DI team go to Nationals.***
	+ ***Motion - Kim Cook***
	+ ***Second - Paloma Valencia-Rodriguez***
	+ ***Questions/Discussion***
	+ ***Vote Passed***
* ***We are currently waiting to see what LTEF grants are not funded. Karen requested that the PTA fund some of the unfunded grants. The PTA Board approved to fund no more than $23,500 in mini grants. Those will be reviewed as soon as we hear from LTEF.***
	+ ***Motion to approve no more than $23,500 in mini grants. Since this is the last General Meeting, the board will choose after the LTEF grants come in.***
	+ ***Motion - Karina Machnacki***
	+ ***Second - Melissa Nelson***
	+ ***Questions/Discussion***
	+ ***Vote Passed***
* ***The board approved the budget for next year. The general body from this year, must approve the new budget because that will start during the summer.***
	+ ***Motion to approve the 2012-13 LTE PTA budget.***
	+ ***Motion - KMK***
	+ ***Second - Kim Cook***
	+ ***Questions/Discussion***
	+ ***Vote Passed***
* ***The board approved a new position starting next year. The Carnival Chair is now going to be a PTA board member.***
	+ ***Motion to approve the Carnival Chair as a PTA board position starting next year.***
	+ ***Motion - Carrie Goldsmith***
	+ ***Second - KMK***
	+ ***Questions/Discussion***
	+ ***Vote Passed***

***Report of Vice President, Membership
- Holly Dobson***

* ***2011-2012 Membership Drive Totals:***
	+ ***Total Members: 581***
	+ ***Faculty/Staff Members: 100% Faculty, 85% Staff***
	+ ***Membership Cards have been distributed. Contact Holly Dobson if you did not get one.***

***REPORT OF VICE PRESIDENT, FUNDRAISING
- Carla Stoltman***

* ***Carnival – Mondie McFaddin, Chair***
	+ ***Approximately $22,840 raised!***
	+ ***Thank you to all of the volunteers who worked so hard on this event!***
	+ ***Appreciation.***
* ***Fuss Free – Carla Stoltman***
	+ ***Rock Star Sponsor***
		- ***Any fuss free donation over $100 during the school year.***
		- ***100% of your donation goes to LTE.***
		- ***You will receive a car decal and recognition.***
		- ***Tax deductible.***
		- ***38 families have participated .***
			* ***Fuss free donations are accepted in any amount all year.***
* ***Box Tops, Randall’s, etc.. – Maria Turner, Chair***
	+ ***Congratulations to the class winners:***
		- ***Pre-K:  Magee***
		- ***Kinder:  McKallip***
		- ***1st:  Retano***
		- ***2nd:  Bartley***
		- ***3rd:  Dodson***
		- ***4th:  Angeli***
		- ***5th:  Wirt***
	+ ***Please cut on the line or Maria will have to re-cut them.***

***REPORT OF STANDING COMMITTEES***

* ***Volunteers – Oneida Gonzalez***
	+ ***Total April hours: 1,778***
	+ ***Total volunteer hours through April: 10,953***
	+ ***We are behind, so please log your hours.***
	+ ***Volunteer of the Month for May – Liz Morrow***
	+ ***Staff of the Month for May – Elizabeth Cardle***
	+ ***IMPORTANT: Log your hours!!! Please go to www.lte.my-pta.org to log your volunteer hours or e-mail Oneida Gonzales oniegonzalez@austin.rr.com***
	+ ***Nominations for Volunteer and Staff of the Month can be sent to Oneida Gonzalez, Volunteer Chair***
* ***Best Club Members – thru end of April 2012***
	+ ***Jan Alba Sabine Hauptmeier Lisa Burns***
	+ ***Oneida Gonzalez Karina Machnacki Lynne Diaze***
	+ ***Shay Rathbun Julie Fergerson Marlene Geschke***
	+ ***Maria Servin Michelle Dent Erin Leon***
	+ ***Ashley Wade Holly Dobson Donna Matl***
	+ ***Melissa Nelson Elizabeth Yoder Monica Malgarejo***
	+ ***Carla Stoltman Laura Crowell Liz Morrow***
	+ ***Lisa Berneburg Maria Turner Stephanie Searle***
	+ ***Kim Cook Pam Lawrence***
* ***Communications – Melissa Nelson and Paloma Valencia-Rodriguez***
	+ ***LTE PTA website is: www.lte.my-pta.org.***
		- ***Please REGISTER, so you get MEMBER ACCESS***
* ***Hospitality – Jan Alba***
	+ ***“Friday Feast” will be May 11th and is hosted by the PTA. We need your help to make this lunch a success!!***
	+ ***Please bring sodas for this lunch. They need to be dropped off in the front office by Friday morning.***
* ***Squire Booster Club – Karina Machnacki***
	+ ***School Store – Linda Briscoe, chair - Open on Fridays during the lunch hours, 11am-1pm! Contact Linda Briscoe, if you are interested in working at the school store each Friday!***
	+ ***Fridays are SPIRIT DAYS at LTE!! Wear your LTE shirts to show your school pride! LTE spirit wear t-shirts are still available in the school store.***
* ***Programs - Kim Cook***

 ***Talent Show Info:***

* + ***5/15 Dress Rehearsal***
	+ ***5/18 Talent Show***
	+ ***DVD forms were given out at auditions. All forms must be turned in by the dress rehearsal.***

***PTA INSTALLATION OF 2012-13 OFFICERS
-Margaret Sedlar, Nominating Committee***

* + ***President – Melissa Nelson***
	+ ***Vice President of Membership – Holly Dobson***
	+ ***Vice President of Fundraising – Carla Stoltman***
	+ ***Secretary – Kim Cook***
	+ ***Treasurer – Liz Morrow***

***2012-13 LTE PTA Board***

* + ***President – Melissa Nelson***
	+ ***VP, Membership – Holly Dobson***
	+ ***VP, Fundraising – Carla Stoltman***
	+ ***Secretary – Kim Cook***
	+ ***Treasurer – Liz Morrow***
	+ ***Parliamentarian – Karina Machnacki***
	+ ***Hospitality – Laura Guerrero***
	+ ***Volunteer – Ferree Rhodes***
	+ ***Booster – Jennifer Sowell***
	+ ***Programs – Shannon Eklund***
	+ ***Health and Welfare – Jennifer Wright***
	+ ***Carnival Chair – Mondie McFaddin***
	+ ***Communications – Oneida Gonzalez/ Paloma Rodriguez***
	+ ***Past President – Ashley Wade***
	+ ***Principal – Karen Miller-Kopp***
	+ ***Teacher Liaison – Barbara Patterson***

***REPORT OF THE PRINCIPAL
- Karen Miller-Kopp, Principal***

* ***Updates***

***CALENDAR HIGHLIGHTS:***

***May:***

* + ***5/7-11 – Teacher Appreciation Week.***
	+ ***5/9 – DI Spirit Night at Chick Fil-A***
	+ ***5/11 – Friday Feast – drinks needed***
	+ ***5/18 – Talent Show***
	+ ***5/22 – National Title I Distinguished School Award Ceremony***
	+ ***5/25 – Deadline For Pre-Order School Supplies***
	+ ***5/28 – No School***
	+ ***5/31 – Last Day of School***

***Adjourn: 6:31***