**LAKE TRAVIS ELEMENTARY PTA

*General Meeting Minutes
Tuesday, March 20, 2012
Lake Travis Elementary School*
*Call to Order - 6:00 p.m.***

**MEETING AGENDA**

* Welcome – *Karen Miller-Kopp*
* Call to Order – *Ashley Wade*
* Confirmation of Quorum – *Shannon Eklund - confirmed*
* Pledge of Allegiance – *Ashley Wade*
* Acceptance of Minutes from February 7, 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*
* 2012-13 Nominations – *Alison Blake*
* Principal’s Report – *Karen Miller-Kopp*
* Announcements – *Ashley Wade*
* Adjournment – *Ashley Wade*

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

* Minutes of LTE PTA General Meeting
	+ February 7, 2012 - available on-line
* Motion
	+ Motion required to approve the minutes of the Lake Travis Elementary PTA meeting held on February 7, 2012.
	+ Motion - Melissa Nelson
	+ Second - KMK
	+ 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 1-31-12:**

* CHECKING: $22,749.57
* SAVINGS: $27,102.48
* TOTAL: $49,852.05

**BANK BALANCES AS OF 2-29-12:**

* CHECKING: $27,514.57
* SAVINGS: 27,106.79
* TOTAL: $54,621.36
* FEBRUARY IS RECONCILED IN QUICKBOOKS.

**BANK BALANCES AS OF 3-16-12**:

* CHECKING: $27,786.24
* SAVINGS: $27,106.79
* TOTAL: $54,893.03
* **BOOSTER PROFIT YTD** IS $4,901.97
* **TOTAL FUNDRAISING PROFIT YTD** IS $25,685.33 (FUSS FREE DONATIONS ARE $6,870 YTD)
* **TOTAL BUDGETED EXPENSE FOR CARNIVAL IS $9,550.00 AND WE HAVE ALREADY RAISED $7,150 IN SPONSORSHIP DONATIONS!**
* **AFTER REVIEWING BUDGETED EXPENSES FOR THE REMAINDER OF THE YEAR, WE MUST ASSUME THAT WE HAVE $28,000 OF EXPENSES REMAINING. CURRENT BANK BALANCE IS $54,893.03. THIS LEAVES US AT APPROX 27,000.**

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

* Executive Board met on February 28th, with quorum present.
* Actions requiring further action of the General PTA:

 As of April 1, 2012, QuickBooks is raising their service fee from $229.79 to $287.24. The budget needs to be adjusted to keep this service.

* Motion
	+ Motion required to increase the budget line for the Quickbooks Service Fee from $230 to $290.
	+ Motion - Holly Dobson
	+ Second - Elizabeth Cardle
	+ Questions/Discussion
	+ Vote Passed

Actions requiring further action of the General PTA:

   The PTA did not receive the bill for the Talent Show DVD production until after the books were closed for the audit. The bill had to be paid out of this years budget, so now we need to adjust the Talent Show budget line.

Motion required to increase the Talent Show budget line from $300 to $500.

Motion - *Paloma Valencia-Rodriguez*

Second - Onie Gonzalez

Questions/Discussion

Vote Passed

 Motion to change banks from Wells Fargo to First National Bank - We will close out the savings account at WF on or before 3/23/2012 and use those funds to open a checking account. At the end of our fiscal year (6/30/2012) we will close out our checking account at WF and transfer those funds into the First National checking account.

Motion - Karina Machnacki

Second - Julie Dupre

Questions/Discussion

Vote Passed

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

* 2011-2012 Membership Drive Totals:
	+ Total Members: 580
	+ 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 –* Saturday, April 14th
	+ VOLUNTEERS NEEDED!
	+ Sponsorship packets are available – Kendal Fowler
	+ Silent Auction packets are available – Kim Cook & Holly Dobson
* Spirit Night
	+ 4/4 is the next Spirit Night at Chick Fil-A.
	+ Investigating other restaurant options.
* 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*
	+ We turned in a batch on March 1st.
	+ Currently we have raised $1,090 for the year.
	+ Box Tops will be collected through the end of the year.
	+ Please cut on the line or Maria will have to re-cut them.

**REPORT OF STANDING COMMITTEES**

* Volunteers *– Oneida Gonzalez*
	+ Total February hours: 1,177
	+ Total volunteer hours through February: 8,441
	+ We are behind, so please log your hours.
	+ Volunteer of the Month for March *– Stefanie Lundbom*
	+ Staff of the Month for March *– Karen Miller-Kopp*
	+ 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 January 2012**
	+ Jan Alba Sabine Hauptmeier
	+ Oneida Gonzalez Karina Machnacki
	+ Shay Rathbun Julie Fergerson
	+ Maria Servin Michelle Dent
	+ Ashley Wade Holly Dobson
	+ Melissa Nelson Elizabeth Yoder
	+ Carla Stoltman Laura Crowell
	+ Lisa Berneburg
	+ Maria Turner
	+ Kim Cook
	+ Pam Lawrence
	+ Amy Liardon
* Communications *– Melissa Nelson and Paloma Valencia-Rodriguez*
	+ LTE PTA website is: **www.lte.my-pta.org**.
		- Please REGISTER, so you get MEMBER ACCESS
	+ Web-site currently has the following:
		- Friday Feast Volunteer Sign Up
		- Spring Carnival Sponsorship Packets
* Hospitality *– Jan Alba*
	+ ***“Friday Feast” will be March 23rd*** and is hosted by third grade. We need your help to make this lunch a success!!
	+ Please sign up on the website to bring an item.
* 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:
	+ 3/29 Scripts/Music is due
	+ 4/30 –5/1 Auditions
	+ 5/3 Callbacks
	+ 5/15 Dress Rehearsal
	+ 5/18 Talent Show

**2012 PTA NOMINATING COMMITTEE**-*Alison Blake*

2012 Nominating Committee **Members**

* + Marlene Geschke, Margaret Sedlar and Alison Blake.
	+ Kerri Newton serves as the alternate and teacher representative.
* The Nominating Committee would like to present the following slate for the 2012-13 LTE PTA Board.

**2012-13 LTE Board:**

* + President – Melissa Nelson
	+ VP of Membership - Holly Dobson
	+ VP of Fundraising - Carla Stoltman
	+ Secretary – Kim Cook

**Open Position:**

* Treasurer – we are looking for someone to fill this position. If you are interested, please contact someone from the Nominating Committee. Lisa Berneberg is willing to train and help the new treasurer.

**Vote:**

* The general body will vote on April 10th.

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

* Kinder parents/volunteers are very important to LTE!!
* 100% of PTA money goes directly back to LTE
* Read with your kids at home!!
* Work on math facts with your kids

**ANNOUNCEMENTS AND ADJOURNMENT**

**March:**

* + 3/12-16 – Spring Break
	+ 3/20 – PTA General Meeting at 6:00 p.m.
	+ 3/21 – Kinder Roundup
	+ 3/23 – Friday Feast hosted by 3rd grade
	+ 3/30 – March Birthday Celebration

**April:**

* + 4/3 – Volunteer Appreciation Coffee 7:20-9:00 a.m.
	+ 4/6 – Student Holiday
	+ 4/10 – PTA General Meeting at 6:00 p.m.
	+ 4/14 – Spring Carnival
	+ 4/19 – Friday Feast hosted by Kinder

**Adjourn: 6:24**