

Hollis-Brookline Middle School PTSA
September 17, 2013
GENERAL MEETING MINUTES

A regular meeting of the Hollis-Brookline Middle School Parent Teacher Student Association (PTSA) was conducted on Tuesday, September 17, 2013 at 8:40 a.m. at the Hollis-Brookline Middle School Media Room.

Co-President Tammy Fareed presided:

Members of the Board Present: Jeanette Hallerman, Co-President
Mara Friedman, Vice President
Laurie Miller, Secretary
Penny Arsenault, Treasurer

Members of the Board Absent:

Also in Attendance: Bob Thompson, Principal
Patti Flynn, Assistant Principal
Karen Houvener, Kristen Wilton, Robin Giaconia, Liz Brown, Lan Lou,
Katie Corsetti, Beth Ide, Kristi Delong, Joy Belanger, Craig Plummer

Tammy Fareed welcomed attendees and new PTSA officers were introduced. It was announced that there would be a Q&A session with Interim Superintendent Dr. John Moody following the meeting.

APPROVAL OF MINUTES

Katie Corsetti presented a summary of the June 2013 General PTSA Meeting, which were posted online. A motion to approve as written the June 2013 minutes was made by Laurie Miller, and seconded by Jeanette Hallerman. Motion carried.

TREASURER'S REPORT

Penny Arsenault provided a report of recent activities:

- Bank signatories were changed to the current officers
- Penny has authority to sign check up to \$250 without a second signature
- Susan Hogan is performing an audit of the PTSA financial records for the past 2 years
- Forms 10-990N was sent to IRS, and Annual Report Certificate was filed with the Department of Justice
- Current treasury balance to date is \$12208.93
- PTSA memberships count for this year is down, as well as the student directory orders & donations. Penny recommended the membership/order form be part of registration packet for next year

APPROVAL OF TREASURER'S REPORT

A motion to approve the Treasurer's Report for September 2013 General PTSA Meeting as presented was made by Penny Arsenault, and seconded by Laurie Miller. Motion carried.

PRESIDENTS' REPORT

Jeanette Hallerman will be composing/sending PTSA email newsletters semimonthly on 1st and 3rd Wednesdays.

Jeanette reported that the Late Bus Committee is continuing to work toward arranging a late bus for students.

Jeanette spoke of the possibility of the PTSA trying to raise funds through affiliate marketing programs that link from our website. Discussion ensued. Penny Arsenault made a motion for a 3 month trial of affiliate programs, Robin Giaconia seconded. Motion carried.

Tammy Fareed reported that PTSA Committee chairs are in place with the exception of Ski Club & Bulletin Board.

- Staff Appreciation – Cheryl O'Donnell
- Membership – Jeanette Hallerman
- Student Directory – Beth Ide

Website - Iris Realmuto
Spiritwear – Cindy VanCoughnett

The idea of having students create bulletin board content was discussed, as well as possibly moving it to a more visible location. Assistant Principal Flynn will contact ROCK teachers to see if there is interest.

Tammy reported that electronic newsletter distribution list needs to still be updated to include incoming 7th graders.

The PTSA display at the Open House was not well-visited, and did not result in many new memberships. There was a discussion of how the PTSA can better incorporate into the Open House schedule, as well as a debate over the 'town meeting' vs. 'classroom visit' formats.

Spiritwear order forms have been distributed; Cindy VanCoughnett is heading up the committee.

The PTSA budget for 2013-2014 school year will be presented at the October General Meeting.

Tammy reported that the treasury balance has declined over the past few years, and hoped the Scrips program might be run more frequently to raise funds. There was discussion of how the Scrips program ran in previous years.

PTSA volunteers will help assemble and deliver the Jordan's Walk baskets.

Hollis Kindergarten teacher Dennis Kane's son Myles is awaiting a liver transplant, and a fund has been set up to help defray medical & other costs. Hollis PTA will have an Old Home Days booth selling music CDs and collecting donations. Donations may be made online at www.MylesKane.org

MEETING ADJOURNMENT

Motion to adjourn meeting was made by Jeannette Hallerman, seconded by Mara Friedman. Motion carried.
Meeting adjourned at 9:40 a.m