



Minutes
Executive Board Meeting
September 25, 2019
Atlee Branch Library

The executive board meeting of the Hanover County Council of PTAs was called to order on September 25, 2019, at 6:30 p.m. at the Atlee Branch Library. A quorum was established.

Executive Board Members Present:

Amy Gathje, President	Lisa Eget, Secretary
Katie Sprouse, VP Programs	Noel Parrish, Bylaws/Legislation Chair (left @6:58pm)
Sara Jennings, VP Communication (via phone)	Heather Bronson, Reflections Chair
Marie Hudes, Treasurer	Jennifer Diehl, Volunteer of the Year Chair (arrived late)

Agenda

Amy Gathje asked about any proposed changes to the agenda. There was one recommended change to the agenda which was to vote Noel Parrish into office immediately. **Motion:** "I motion to elect Noel Parrish to the Executive Board." Motion made by Lisa Eget. Motion seconded. **Motion passed.**

Executive Session I

Board members participated in candid discussions about board issues. **Motion:** "I motion to adjourn from Executive Session." Motion made by Katie Sprouse. Motion seconded. **Motion passed.** Executive Session adjourned at 7:20 p.m.

Secretary's Report/Approval of Minutes (Lisa Eget)

Lisa Eget emailed the August 14, 2019 Executive Board Meeting minutes to the board. Board members amended the minutes at the meeting. Minutes stand as amended.

Motion: "I motion that we send out Committee Reports three (3) days before the Executive Board meeting to the Secretary." Motion made by Lisa Eget. Motion seconded. **Motion passed.**

Note: Treasurer Reports are an exception because they are run the day of the meeting.

President's Report (Amy Gathje)

Amy Gathje reported on her attendance at the September 10, 2019, School Board meeting which recognized Pole Green Elementary School and Chickahominy Middle School as National PTA Schools of Excellence. John Gandy Elementary School decided to stay a PTA instead of switching to a PTO.

The next General Membership meeting will discuss the proposed budget, audit and Treasurer's Report from 6:15-6:30p.m. on September 30, 2019, at Cool Spring Elementary School. Scheduled program speakers include Kerri Wright on school safety and Amanda Six on proper insurance and vendors (like food trucks).

The next Executive Board meeting will be a brief meeting on October 21, 2019, at 6:30 p.m. at Atlee Branch Library. There will also be a brief 30 minute Executive Board meeting with Dr. Gill on November 4, 2019, at 10 a.m. at the School Board office.

Treasurer's Report (Marie Hudes)

Marie Hudes presented the Treasurer's Report to the board. The beginning balance was \$1,501.26. There have been deposits totaling \$375 and expenses totaling \$49.79. The resulting current balance is \$1,826.47. The Treasurer's Report will be filed for audit.

Hudes presented the proposed budget for the 2019-2020 school year. The changes from last month's proposed budget are: 1) the addition of \$100 dues from John Gandy Elementary School under Membership dues income, and 2) the addition of line 4070 for Local Unit Donations.

Board members discussed whether HCC PTA should specifically inform local PTAs that Council donations might be used for purposes other than scholarships.

Hudes will present both the 2019-2020 proposed budget and the 2018-2019 audit to the general membership at its meeting on September 30, 2019, for final approval.

Hudes reported that Amanda Six and another HCPS legal staff member said that HCPS requires the Local Units to purchase General Liability insurance, but that HCPS staff says that the Council level does not need General Liability insurance.

Vice President of Programs (Katie Sprouse)

Katie Sprouse discussed the Official Local PTA Leader Kit which she will email to Gathje, Jennings, and Eget.

Sprouse also mentioned the flyer for PTA Programs which will be posted or shared on Facebook.

Vice President of Communications Report (Sara Jennings)

No report. Sara Jennings will post the new proposed budget on the website.

Old Business:

- **Updates to calendar for the year** - The dates for the General Membership meetings have all been confirmed.
- **Updates on Local Units** - Gathje said that HCC PTA reached out to every single PTA President.
- **MemberHub** - Hudes recommended adding Noel and Heather to MemberHub.

New Business:

- **For the Love of PTA - Logistics of October meeting** - Gathje emphasized a focus on using future General Membership meetings to get local units informed. Gathje and Sprouse discussed potential formats of

the 'For the Love of PTA' meetings, with Sprouse requesting NO classes and mentioning round tables, problem solving, and panels, and with Gathje suggesting round tables and hot topics. Gathje mentioned to reach out to MemberHub and have them come. Gathje also mentioned possibly having someone come and speak about advocacy and the value of having a PTA versus a PTO.

- **MemberHub** - Gathje will give Heather Bronson and Noel Parrish access to MemberHub. Gathje indicated the need for a Membership Committee Chair to answer questions on MemberHub. **Motion:** "I motion to create a Membership Committee Chair on our board." Motion made by Amy Gathje. Motion seconded. **Motion passed.**

Committees:

Annual Banquet (Amy Gathje/Katie Sprouse)

No report.

By-laws/Legislation (Pending)

No report.

Certificate of Excellence (Pending)

No report.

Reflections (Heather Bronson)

Heather Bronson reported that Hanover High School will be the location of Reflections Ceremony on January 11, 2020. The meeting time has changed to 3 p.m. Hanover High School is requiring HCC PTA to pay a \$225 custodian and media specialist fee to hold the Reflections Ceremony.

Missy Minton of the Cameron Gallagher Foundation may attend the mental health Council meeting at Battlefield Park Elementary School.

The Vice Principal at Stonewall Jackson Middle School is ok with SJMS being the Reflections drop-off location.

The requirements for schools to participate in Reflections are 1) active bylaws, 2) up-to-date insurance, and 3) paid member dues by the deadline.

Scholarships/Grants (Open)

Motion: "I motion to table the scholarship discussion and chair position until January." Motion made by Amy Gathje. Motion seconded. **Motion passed.**

Volunteer of the Year (Jennifer Diehl)

No report until after January.

Hospitality

No report.

Amy Gathje adjourned the Board Meeting at 8:36 p.m.

Executive Session II

Motion: "I motion to hold another Executive Session." Motion made by Amy Gathje. Motion seconded.

Motion passed. Board members participated in candid discussions about board issues. **Motion:** "I motion to adjourn from Executive Session." Motion made by Amy Gathje. Motion seconded. **Motion passed.**

Executive Session II adjourned at 8:52 p.m.

Upcoming Meeting Dates:

September 30, 2019: General Business Meeting at 6:15 p.m. - Student Safety program at 6:30 p.m. (CSES)

October 24, 2019: Executive Board meeting at 6:30 p.m. at Atlee High School Library

Submitted by:

Lisa Eget, Secretary

Minutes approved as presented _____ Minutes approved as amended _____

Date approved _____

Dates for General Membership Meetings:

- Auditpalooza @Atlee Library--July 16th 6:30pm
- Back to School/School Safety (Kerri Wright/Amanda Six)@ CSES-- Sept 30th 6:15pm
(program to begin at 6:30)—this is a change!
- For the Love of PTA (Part 1) @AHS--October 24th 6:30pm
- Reflections @ TBA-- January 11th 2:00pm
- Budget talk with Dr. Gill/Mental Health @BPES --(February 10th or February 24th)
6:30pm –waiting on confirmation from Dr. Gill's office
- For the Love of PTA (Part 2) @ PGES-- April 2nd 6:30pm
- HCCPTA Banquet @Hanover Trades --May 7th or May 21st 6:30pm