

## **RHSA PARTS General Meeting Minutes**

**Date:** May 17, 2016

**Location:** Room 116

**In Attendance:** 13 (Board Members 5, Members and Members at Large 7, & Principal)

**Called to order:** Elaine Del Bello

**Time:** 6:30 PM

**Present:** Elaine Del Bello, Lianne Rugeroni, Karyn McNabb, Carolyn Pate, Mary Barber, Jackie Hahn, Tom Kearney, JulieAnn Sherman, Leslie Gilpin, Brian Barber, Molly Richard, Teresa Bohman, Principal Quentin Brown

**1) Welcome:** Meeting was called to order by Elaine Del Bello at 6:30pm

**2) VOTE:** Julie Ann Sherman moved, and Leslie Gilpin seconded, to approve the April 2016 minutes as were posted on the PARTS website. Motion passed.

**3) Treasurer's Report:** Starting balance was listed at \$6,335 with notations pointed out regarding paypal balance transfer of \$600, Return check fee from Sees Candy of \$12.50, and outstanding checks/pending obligations for field trips/transportation fees, Spring Musical donations, Awards refreshments, Teacher & Admin. Appreciation, 2015/16 Scholarships and Legacy Gift totaling \$4856.08. Available funds as of 4/30/16 were \$166.44.

**VOTE:** Carolyn Pate moved to accept the Treasurer's Report and Karyn McNabb seconded. Motion passed.

### **4) Old Business**

- a. Administration Day – Thank you Teresa for providing small gifts
- b. Teacher Appreciation – thanks to everyone who helped w/luncheon & daily treats
- c. Legacy Gift update – thank you to Karyn. 14 Guitars were ordered for the music department. Not enough available to fill the entire request of 19, and a balance was still available of \$566.58 for what was originally set aside. Molly will follow up if there are locally available guitars to fill the rest of the request.
- d. Senior Scholarship – Elaine reported for the Scholarship committee. They read the essays, met, and selected the top 4 anonymous essays. One stood out above all others. The committee recommended that the applicant with the top essay receive \$800, and the next 3 receive \$400 each. The certificates and award letters will be put together by Elaine del Bello, but will be presented by outgoing board member, Jackie Hahn.

**VOTE:** Jackie Hahn moved that the scholarship committee's recommendations be approved, Karyn McNabb seconded. Motion passed.

- e. Open House: May 25<sup>th</sup>, a table for PARTS has not yet been approved for membership drive.

### **5) Proposed Bylaw Amendments:**

Constitution of RHSA PARTS (page 1)

Article III – Membership

Full membership rights including voting and the right to hold office extended to teachers, staff, and students, with the exception that students may not hold board positions.

Article V – Officers

Officers elected from current membership (including staff but excluding students)

## Article VI – Meetings

Reduce the number of mandatory meetings from 8 down to only 6 required meetings per school year

## Bylaws of RHSA PARTS (page 2)

### Article 1 – Membership • Section 1 & 2

Membership rights extended to teachers, staff, and students

Students shall not be asked to pay dues

### Article VII – Committees • Section 2

The addition of standing committees for each specific art to coordinate with the teachers and offer fundraising and other support as needed for each art.

**VOTE:** Tom Kearney motioned to approve the proposed Bylaw changes. Leslie Galpin seconded. Motion passed.

## 6) New Business

a) Award Nights: Jackie coordinating and bringing cupcakes

1. Monday, June 6th Art Awards (refreshments)- Molly, Teresa, and Mary volunteered to help at 5-7:30

2. Thursday, June 9th Senior Awards- Elaine volunteered to do drinks 5-7:30 - scholarships presented by former Board member, Jackie Hahn

3. Friday, June 3rd STAR Awards – during 4th period

b) Amazon Smile will be added and updated as a new source of income for PARTS.

According to incoming Co-Treasurer, Molly, the tax ID needs to be updated in order to do it.

## 7) Principal's Update: Mr. Brown

Open House preparations and testing taking place currently at school. The staff and administration are preparing for the Butler move. There was an assembly with a video in regards to the move. The video will be put online for parents. Mr. Brown nominated Karyn McNabb as volunteer public school person of interest and she was selected. She will be honored downtown. The administration appreciates all the board and outgoing members have done for RHSA.

## 8) Announcements:

a. Elaine presented gifts in gratitude to the outgoing board.

b. The official switch over for the bank and P.O.Box takes by July 31<sup>st</sup>. The P.O. will need to get taken care of prior to the end of May or be extended.

c. Summer Board meeting is TBA

d. Registration is August 22nd, 23rd, and 24th from 8am-12noon. A table for PARTS will be at Registration. A request was made for flyers for PARTS to be added to the student registration packages and a box to collect them on the registration table where the students turn in their paperwork.

e. Possible Transition Day at new campus TBA, and volunteers are needed to help out with a scavenger hunt. Watch emails for announcement.

f. Back to School Teacher Breakfast is on Tuesday, August 30<sup>th</sup>. PARTS will need volunteers and donations of food.

g. Social Media accounts were discussed. PARTS has an inactive Facebook account with an unknown password.

h. See PARTS website for minutes and financial reports.

**Meeting was adjourned at 7:12pm.**