

Mary Rieke PTA
General PTA Business Meeting
9/20/2016 6:30pm

Board Members in attendance:

*indicates Executive Officer

*Co-President Brian Unflat
*Co-President Holly Ingram
*Co-Vice President Paul Higgins
*Co-Vice President Sophia Costa
*Treasurer Mike Kale
*Secretary Kes Wold
*Fundraising Coordinator Melissa Light
Co-Events Coordinator Kimberly Allen
Co-Events Coordinator Joelle Allen
Foundation Rep Dana Grigsby
Membership Coordinator Christine Surratt
Volunteer Coordinator Adrienne Hays
Imagine Campaign Chair Jim Meurer

PTA Members/Public:

See Appendix 1 for attendance

1. Call to Order: The Rieke PTA General Business Meeting was called to order at Rieke Elementary at 6:30pm, September 20, 2016 by President Brian Unflat. Notice was given to all PTA members via email. Secretary Kes Wold confirmed that a quorum of members as stated in the standing rules (7 voting members) was present.

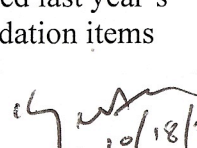
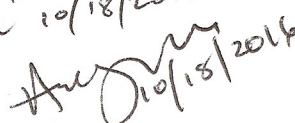
Principal Sarah Lewins joined PTA Co-Presidents Holly Ingram and Brian Unflat to welcome those in attendance.

2. Approval of Minutes

Minutes from the previous PTA General Business meeting (May 26, 2016) have been made available on the riekepta.org Web site. There were no corrections made and the minutes are considered approved.

3. Financial Report

Treasurer Mike Kale provided an update on current PTA finances. Reviewed last year's numbers, and the current cash balance. The budget will change since Foundation items


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have mostly been removed (the auction, for example.) Additional budget discussion was planned to take place later in the meeting, as well as a vote on the revised budget.

4. Correspondence

Jeanne Roy, Co-Director of the Center for Earth Leadership. Portland Eco School Network. Organization of parents from PPS trying to increase sustainable practices in schools.

Free training in October. Also 4 dessert meet-ups for parents who might be interested. Distributed a sign-up sheet for anyone interested.

Kes Wold, PTA Secretary, provided some background on the Foundation vs. PTA situation.

Rieke Elementary Foundation is an “affiliated” local school foundation, one of 36 in PPS. There are 8 “independent” foundations. The independents are real organizations, registered with the state and IRS. The affiliated foundations operate under All Hands Raised. All Hands Raised is the 501(c)3 and they provided a number of services to support affiliated local school foundations with fundraising activities.

It is the desire of the PTA Board to establish a clear line between Foundation activities and PTA activities, and make sure the messaging behind that is consistent. We would also like as much Foundation income to go directly to the Foundation as possible, instead of going to the PTA and then having us move it over to All Hands Raised at the end of the year.

The PTA can still decide to fund the Foundation at any time, but if we can get as much of the Foundation funding to go directly to them, bypassing the PTA, that is better. (Oregon PTA indicated that 20% or less of our budget should be Foundation, to avoid potential scrutiny from the IRS.)

Need to determine what happens with Imagine donations this year. Topic deferred until later in the meeting.

5. Reports

None.

6. Unfinished Business

None.

7. New Business

a) Standing Rules

It was recommended the PTA vote on the Standing Rules at the start of each year. These rules were recently updated by last year's PTA, in May, and there have been no changes made since then. The rules have been posted on the Rieke PTA Web site.

MOTION to declare the PTA will operate under the existing standing rules dated 5/26/2016

MOTION seconded

MOTION carried with none opposed

b) Introduction of Trudi Bloom

Trudi Bloom has volunteered to fill the position of Communications Coordinator. This is an Executive Officer position, so it must be voted on by the PTA.

MOTION to elect Trudi Bloom as PTA Communications Coordinator

MOTION seconded

MOTION carried with none opposed

c) Playground

Jim Meurer introduced the topic of the playground. There is a new surface under the current play structure area. This would not go away. We are looking at adding a second unit that would go in next to the existing structure, targeted more toward older children.

Looking at creating a committee to focus on this effort. They will investigate other playgrounds in the area, determine what features are desired, and in particular are seeing grant writers to help raise external funds for the project.

MOTION to form a playground committee with Jim Meurer as chair

MOTION seconded

MOTION carried with none opposed

Asking for volunteers, one for each grade. But would like volunteers to commit to attending all of the meetings scheduled for: Oct 20, Nov 17, Dec 8, Jan 12, Feb 9, and Mar 16 each taking place at 4pm at Rieke.

d) Field & Vine fundraiser

Discussion.

MOTION to approve the November Field & Vine dinner contingent on a signed contract, per bylaws, outlining the approximate costs and liability

MOTION seconded

MOTION carried with 2 opposed and 1 abstention

We will put it into the budget not only as a show of support, but most importantly so we can pay the check.

e) Revised 2016-17 budget

Updates include a budget item for the playground, the Field & Vine event, and revisions to the yearbook and community dinner items to more accurately reflect actual or estimated expenses for those categories.

MOTION to approve the revised 2016-17 budget

MOTION seconded

MOTION carried with none opposed

8. Program

No items for this topic.

9. Announcements

- **Leadership Council (Goals, criteria, nominations)**

Co-Vice President Sophia Costa provided some information on the Leadership Council. This group used to be the site council. Seeing a parent member to join the group composed of 2 volunteer parents, the principal, and 2 teachers. The term is 2 years.

An email with additional details will go out on the council.

- **Volunteer Opportunities**

There is a need for volunteers. Adrienne Hays, the PTA Volunteer Coordinator, provided the following update:

Our current volunteer needs are for the rummage sale this Friday, Saturday and Sunday.

Also front office is looking for volunteers to cover their principal and staff morning meeting that occurs daily Monday thru Friday, from 9-9:30. Currently looking for someone for Monday and Friday, other days filled.

And there is an ongoing volunteer need for lunch time volunteers 11:25-12:30, to assist with safety patrol and lunchroom.

As always, volunteers need to complete background check prior to first time in and follow protocol including checking in and out at front office whenever on campus.

- Upcoming Fundraising Events – Melissa Light, Fundraising Chair
- Imagine Campaign – Jim Meurer, Imagine Campaign Chair
- Membership – Christine Surratt
- Q&A – PTA members

The meeting was adjourned at 8:25pm.

Appendix 1:

Brian Unflat, Holly Ingram, Paul Higgins, Sophia Costa, Mike Kale, Kes Wold, Melissa Light, Kimberly Allen, Joelle Allen, Dana Grigsby, Christine Surratt, Adrienne Hays, Jim Meurer, Trudi Bloom, Kristel Dobratz, Blythe Miller, Kea Wold, Brigitte Naslund, Omar Filipovic, Jennifer Stevens, Katie Stone, Sarah Lewins