

MINUTES

STEM PTSA Charter Meeting

June 13, 2012, Board Room, LWSD Resource Center

Pending Approval

The meeting was called to order by Kimberley Montague, WSPTA Region 2 Director, at 7:00 p.m.

In attendance

A list of attendees is attached.

Distribution of Agenda, PTSA Executive Committee Role Descriptions, Proposed PTSA Bylaws and Proposed Budget

A copy of the meeting agenda, role descriptions for the members of the Executive Committee, proposed PTSA Bylaws and proposed PTSA Budget were made available to all attendees. These documents are attached.

Welcome and Charter of New Unit

Kimberley Montague greeted the attending parents and students. Jon Clark, representing the STEM PTSA Steering Committee, gave a brief summary of the work of the Steering Committee and spoke about the significance of forming a PTSA for the new STEM school.

Discussion points regarding the organization of STEM PTSA:

- The benefits of organizing as a PTSA as opposed to a PTO are reduced PTSA insurance, discounts available to a PTSA from various businesses, as well as affiliation with and resources of National and Washington State PTA, among other things.
- The name PTA vs. PTSA, which can be used interchangeably. The name PTSA was chosen by the Steering Committee to indicate that all students are entitled to join the PTSA.
- Kimberley Montague explained that the \$10 charter membership fee would pay for a membership that lasts through October 2013.

Motion that STEM PTSA be organized and that it accepts and agrees to conform with and abide by the Uniform Bylaws and the policies, principles, and ethics of the Washington State PTA. Motion was seconded. Motion passed.

Membership Submissions

During an intermission, all attendees were given the opportunity to join the STEM PTSA.

Following a membership count, it was established that more than the minimum required number of 25 members had joined as Charter members, and the group reconvened as STEM PTSA General Membership Meeting.

2012-2013 Officer Election

Nominations for the offices of President, Co-Vice Presidents, Treasurer and Secretary were accepted from the floor. Nominations were as follows:

President:	Elizabeth Hansford
Co-Vice Presidents:	Jon Clark, Lisa Oratz
Secretary:	Anja Rettig
Treasurer:	Natalie Allenspach

Motion to perform the election of officers by verbal vote. Motion was seconded. Motion passed.

Motion to vote on the slate of nominated officers, as opposed to individual vote. Motion was seconded. Motion passed.

Motion to elect the slate of officers nominated as proposed. Motion was seconded. Motion passed.

2012-2013 Standing Rules Approval

Discussion points regarding the Standing Rules:

- The proposed Standing Rules should not be considered as final product, as they can be changed by vote in a General Membership meeting, whenever needed.
- The main focus of the Community chairperson is developing relationships between students, teachers, staff, and neighbors of the STEM school. The Communication chairperson deals with newsletters, emails and other publications produced by the PTSA. The ASB Liaison's function is to facilitate communication between PTSA and ASB.

Motion by Jane Dulski to add an Advocacy position to the list of appointed officers in Article 15 of the proposed Bylaws. Motion was seconded. Motion passed.

Motion to approve the Standing Rules as amended. Motion was seconded. Motion passed.

2012-2013 Budget Approval

Discussion points regarding the Budget:

- Byron Shutz clarified that the budget as proposed by the Steering Committee is a barebones framework that can be changed by vote in any General Membership meeting, as needed.
- Traditionally, other PTSAs in the Lake Washington School District donate seed money to newly created PTSA.
- It is illegal for the PTSA to require a donation or volunteer hours from parents. The PTSA can only make suggestions in this regard.
- Donations, tax-exempt status, and matching: The STEM PTSA cannot file with the IRS for 501(c)(3) status before it has been incorporated. Papers of incorporation for the STEM PTSA are to be filled out after the meeting and sent out the following day by Kimberley Montague. Incorporation can take two to six months, so 501(c)(3) status should not be expected to be obtained before 2013. Company matching will not be available to raise funds for the STEM PTSA until 501(c)(3) status has been achieved.

Motion to approve the budget as proposed. Motion was seconded. Motion passed.

The meeting was adjourned at 8:22 p.m.

Anja Rettig
STEM PTSA Secretary