

1  **LAKE TRAVIS ELEMENTARY PTA**

**General Meeting  
Tuesday 14 September 2010  
Lake Travis Elementary School**

**Call to Order - 6:00 p.m.**

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2 

**MEETING AGENDA**

- Welcome – *Karen Miller-Kopp*
- Call to Order – *Jeff Linn*
- Confirmation of Quorum – *Lisa Berneburg*
- Pledge of Allegiance – *Jeff Linn*
- Acceptance of Minutes from May 12, 2010 – *Lisa Berneburg*
- Report from the Audit Committee – *Ben Wade, Joel Dobson, Pat Manning*
- Report of the Treasurer – *Sarah McIlheran, Tina Berrum*
- Report of the Executive Board – *Jeff Linn*
- Report of the Vice Presidents
  - Membership – *Erin Leon*
  - Fundraising – *Shannon Blacklock*
- Report of Standing Committees - *Committee Chairpersons*
- Guest Speaker– *Tracy Henry LTEF President*
- Principals Report – *Karen Miller-Kopp*
- Announcements – *Jeff Linn*
- Adjournment – *Jeff Linn*

3 

**ACCEPTANCE OF MINUTES**

- ***Lisa Berneburg, Secretary***

- Minutes of LTE PTA General Meeting
  - May 11, 2010 - available on-line
- Motion
  - Michelle Dent made a Motion to approve the minutes of the Lake Travis Elementary PTA meeting held on May 11, 2010.
  - Amy Liardon Seconds
  - Questions/Discussion
  - Motion carries
- All minutes are being posted on the web at for review

[lte.my-pta.org](http://lte.my-pta.org)

4 

**REPORT FROM THE AUDIT COMMITTEE**

- ***Ben Wade, Committee Chair***

- Auditor's Report – 2009-2010 fiscal year
  - Ben Wade, CPA
  - Joel Dobson, CPA
  - Patricia Manning, Bookkeeper
  - available by request

5 

**TREASURER's Report – *Sarah McIlheran***

- 9/11 Initial Balance 46,296
- Liabilities-
  - sales tax/TX PTA 340

- Mini grants approved but not paid 19,961
- Available Funds 21,995

6  **REPORT OF THE EXECUTIVE BOARD**

- **Jeff Linn, President**

- Actions Requiring Approval of General PTA

-  
- The Board approved the following mini grants:

- 1. Listening Center Audio Books \$ 644.93 (2<sup>nd</sup> grade)
  - 2. Up-charges for Weekly Readers \$ 277.57 (All)
- TOTAL \$ 922.50

- Shannon Blacklock made a Motion to approve the above mini grants as approved by the Board.
- Colleen Serfoss Seconds
- Questions/Discussion
- Motion carries

7  **REPORT OF THE EXECUTIVE BOARD**

- **Jeff Linn, President**

- Executive Board met on August 17<sup>th</sup> and 31<sup>st</sup>, with quorum present at each meeting.
- Actions Taken not Requiring Further Action of PTA:

- Approved appointments:  
Treasurer, Asst. Treasurer: Sarah McIlheran, Tina Berrum
- FUNDRAISING CHAIRS:  
Great American Catalog: Elishia Vandehey  
Otis Spunkmeyer Cookie Dough: Alysis Transou  
Spring Carnival – Silent Auction: Holly Dobson  
Randalls: Shannon Blacklock  
Box Tops: Maria Turner  
Chick Fil A Spirit Nights: Alysis Transou

8  **REPORT OF THE EXECUTIVE BOARD  
(continued)**

- Coordinated Plans for Back to School Events
  - Welcome Back Teacher Bags/Teacher Luncheon
  - Meet the Teacher Night
  - School Supply Distribution
  - New Spirit Wear !!
  - PTA Membership drive

9  **REPORT OF THE EXECUTIVE BOARD  
(continued)**

- Established the following PTA general meeting schedule for the year.
- Second Tuesday of every month at 6pm

Sept 14 <sup>th</sup>	Oct 12 <sup>th</sup>	Nov 9 <sup>th</sup>
Dec 14 <sup>th</sup>	Jan 11 <sup>th</sup>	Feb 8 <sup>th</sup>
Mar 8 <sup>th</sup> *	Apr 12 <sup>th</sup> *	May 10 <sup>th</sup> *

  - \* March 8, 2011 (Nomination of Officers)
  - \* April 12, 2011 (Election of Officers)
  - \* May 10, 2011 (Installation of Officers)
- Amelia Hicks made a Motion to accept the recommendation of the Executive Board to set the

