

Lake Travis Middle School PTO General Membership Meeting
Tuesday, September 20, 2011 – 9:00 AM – LTMS Cafeteria

Call to Order: With a quorum present, Lake Travis Middle School PTO President, Jane Rose called the meeting to order at 9:10 a.m., the President being the chair and the Secretary being present.

Approval of May 10, 2011 Meeting Minutes: It was moved to approve the April 10, 2011 minutes as written. **Motion Carries**

Guest Speakers: Alan Williams, LTISD's Board of Trustees Vice President and LTISD staff presented information on the \$158.5 million bond proposal up for vote by the general electorate on Tuesday, November 8, 2011. The presentation is available for review on the school district's website: www.ltidschools.org

Principal's Report: Principal, Russell Maedgen, reported a busy start for the year. He invited parents to give feedback on heavy homework loads to teachers. He reported he is pushing teachers to use the community calendar to coordinate test dates and having ongoing conversations and working with teachers to coordinate student workload in teams. He stated that parents should see improvement and invited parents to provide feedback.

Audit Committee Report: Babita Deitrich presented the July 22, 2011 audit report for the 2010 — 2011 school year. No discrepancies were found and the audit team verified the recommendations from last year were implemented. Two recommendations were made:

1. Future audit teams should be provided with a Transaction Detail Report from Quickbooks for the time period being audited. This would provide an additional level of transparency of the PTO's finances.
2. A format change to the audit final report is recommended for future audits in order to clarify the money movement through the audit period.

Elena Brooks Motioned to accept the audit report. **Motion carries.**

Officer & Standing Committee Reports:

Treasurer: Jane Rose for Caroline de Laat — The proposed budget adjustments reflect an increase in budgeted income due to donation and student enrollment increases and an increase in expenditures due to student enrollment increases. The following proposed adjustments are for specific needs:

Marquee sign repair and letter replacement: \$650.00

New chairs for conference room: \$1600.00

Counselor Requests to cover the dance uniforms and other counselor qualified requests for the school year such as uniforms, art kits, field trips, etc.: \$500.00

Elena Brooks motioned to accept the 2012 budget and proposed adjustments. **Motion carries.**

Membership: Membership Chair, Courtney Helton, reported that 515 families and 44 staff members have joined the LTMS PTO this year for a total \$5500 in dues.

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Fundraising: Jane Rose for Lori Barnett: 369 families have participated in the No-Hassle Fundraiser bringing in about \$23,000 in donations, and we are firming up fundraising agreements with Chik-Fil-A.

Announcements:

Proposed changes to By-Laws: Elena Brooks presented a Summary of Proposed By Law Changes which will be presented for vote at the general membership meeting on November 15, 2011. The changes are as follows:

- (1) Correct enumeration errors pp. 4 and 5; VII.2. – VII.7.
- (2) Correct reference errors pg. 4, VII.4.c.; pg. 6, VIII.4.d.; pg. 8, IX.4.h. and IX.4.i.
- (3) Clarify that Nominating and Audit committees are approved by majority of general membership pg. 9; X.3.a. and X.3.b.
- (4) Add that an incoming treasurer cannot serve on the audit committee pg. 9; X.3.b.
- (5) Change number of check signers from 4 to 3 and add that one board member shall review and sign monthly bank statements pg. 11; XI.3.
- (6) Add section stating that all disbursements shall be made by check pg. 11; XI.4.

Next General Membership Meeting: November 15, 2011, 9 a.m., LTMS Library

Library Book Fair Dates: October 17 – 21, 2011

Adjourn: It was moved to adjourn the meeting at 10:30 a.m.

Stacy Jespersen, LTMS PTO Secretary
September 22, 2011