

MEETING MINUTES: SEPTEMBER 2021

Lebanon Township PTA Meeting: General Membership

Date | time 9/28/21 | 7:00pm | *Meeting called by* Christine Gorton | *Location* Virtual, Google Meeting

Board members

Christine Gorton, President | Jodi Colatrella, Treasurer | Mary Edling, Corresponding Secretary | Lauren DePalma, 1st Vice President | Carrie Springer, 2nd Vice President | Elizabeth Denis, 3rd Vice President | Patricia Kaczorowski, Recording Secretary | Julie Weldon, Past President

- **Call to Order 7:04 pm**
- **Introductions & Welcome by Christine Gorton:** LTPTA required to send out notices 5 days in advance and the notices were sent out on Sept 21st and Sept 24th via E-mail and Member Hub
- **Pledge of Allegiance**
- **Roll Call (Board Members & General Members Quorum):** Quorum met
- **Board members:**
 - Christine Gorton
 - Jodi Colatrella
 - Mary Edling
 - Elizabeth Denis
 - Patricia Kaczorowski
 - Lauren DePalma
 - Carrie Springer
 - Julie Weldon

General members:

- Morgan Claar
- Brooke Esposito
- Christine Plizga
- Megan Phillips
- Calia Minerowicz
- Dana Nitzsche
- Christen DiRocco
- Emmaline Hanrahan
- Holly Lippitt
- Maria Brynlidsen
- Ann Merkel
- Stefanie LaMarca
- Emily Burfeind
- Diana Swiderski
- Colleen Bollette

- Kristen Kramer
- Shannon Lang

Non-Members

- Tara Ferraro
- Amira Vargas
- Tina Freligh

- **Virtual Meeting Guidelines:** Reviewed by President. A poll was put up to vote if in would like future GM meeting in person, or virtual, in person with virtual combine option
- **Recording Secretary:** Approval of Minutes – General Membership Meeting, June 2021 Motion to approve, 1st Elizabeth Denis, 2nd Megan Phillips

General announcement that the PTA calendar is available on our website

- **Treasurer:** Budget & Financial Reports July 1-Aug 31,2021 power point presentation reviewed all deposits and expenses during the report month.
Checking \$26,218.75 Savings \$ 10,698.24 YTD total \$36,916.99. Additional expenses including, Boosterthon deposit, and income from PTA memberships and IYC will be in September report.
- **Officer/Committee Reports**
 - **Treasurer**
 - Annual Audit 2020-2021 completed and submitted to NJPTA in September
- **RAFFLE teacher membership VV** -Marc Dally winner of gift card
 - **Corresponding Secretary**
 - Membership Update; Total 159 members which is comprised of 43 staff and 116 families
 - **President**
 - Standing Rules /bylaws (attached) reviewed and explained: some of the changes are adding a VP technology and PR as appointed role. Currently position to Morgan Claar who volunteered since last year and was instrumental in setting up and updating our website, amongst other tech advice. At this time, it was asked for interest in adding a committee for Technology and PR. Also asked if anyone is interested and possible successors to let Christine know. Other standing rules reviewed: Adding the Past President /advisor as an appointed position; Required 10 Executive Board meetings a year which is to include a Committee Chair meeting, those chairs only have to attend if have an update. The school liaison is not required but would love to have someone volunteer. The rest of the Standing Rules were discussed.
--motion to vote to approve by Lauren DePalma and 2nd Jodi Colatrella
--I vote to approve the standing rules via Google poll: yes or no: 19 votes yes, standing rules are approved

- Committee chairs needed and roles for volunteers for events.
- School requirement for volunteers- will need to show proof of COVID19 Vaccine or be tested for COVID weekly prior to date of volunteering. Can be tested at School Nurse office when the teachers are tested at no cost.
- Term limit 2 year, 4 positions will be expiring this year, the Recording secretary, 1st VP, 2nd VP and 3rd VP – if anyone is interested in any Executive Board position that is expiring to please contact via E-mail.
- Amazon Wishlist's - discussed the teacher Wishlist have a link on our website for those who submitted

RAFFLE#2 - teacher membership WG- winner Jaclyn Barnes

o 1st Vice President

- VV Committee Updates still need chairpersons for all the following committees
 - 4th Grade farewell
 - Holiday Shop
- Committee heads please try to keep a binder of your duties and activities if you don't already have one.
- Any announcements from committees? Mrs. Burfeind, co-chair for Book Fair committee, gave updates on Book fair: Mr. Kornegay approved in person book fair from 10/18-29 2021. 1st week is the preview week then shopping week during Library class time. For family shopping times can't do usual events, so will have shopping times for families after school using a sign-up genius for times, they can come in about 3-4 families and 45 min time slot.

o 2nd Vice President

- Invest in Your Child Update – \$595 so far, from 15 families.
- Boosterthon- update and kickoff March 21, 2022 – and event on March 30th; It was decided to do the event again as last year due to COVID restrictions; it was a virtual event called DanceFit and we really didn't get a chance to do the in-person event.
- Carrie asked members to check out website to volunteer on a fundraising committee; Question from 3rd grade teacher VV, Mrs. Nitsche who had an idea on a fundraiser and will send an email to Carrie.
- Fall Fest at memorial park was Sept 25th and PTA had a table, the event was successful with PTA presence and we did sign up new members.

o **3rd Vice President**

- WG Committee Updates- Thank you to those who volunteered. Elizabeth will send committee chair/co-chair their list of members. Committee lists are updated from BTSN and Fall Fest sign ups. A THANK YOU went out to Tina Frieligh, who does the flower front of WG.
- Spirit Wear Update- stores open now through Oct 3rd. deliveries to those who ordered will be end of October, PTA will bring items ordered to school for staff, and arrange with families for their merchandise.
- Need someone to chair Nominations committee

Mrs. Burfeind, VV Librarian, announced she will be acting liaison between teachers and PTA

RAFFLE #3 Back to school night VV/WG- if signed up that night would qualify for raffle; James Bolek VV and WG winner Kristen Kramer

- **Past President** update:

- DanceFit teacher incentives from the Spring 2021 fundraiser were distributed: Mrs. Bollette was a top earning class over 2k, \$130 earned incentive. Teachers are ordering what they want to spend their incentive on. For example: Mr. Knowles, 7th grade science requested agar gel, Mrs. Lange 7th grade, wanted math games. Mrs. Dilzer, WG 7th grade, ordered art supplies, Mrs. Szmaida ,6th science plus – paper folding tools, and Mrs. Woerner, VV special Ed, requested kinetic sand. There were teachers who left (Bergmann, Burd, Burnside, Klingel and Tanelli) so we a total of \$314.56 will roll back into the program, and offer to their replacements. Stefanie LaMarca was given a shout out; she finally was able to get all the T-shirts for the students from last year Boosterthon. We do Have extra T-shirts for sale as well.
- **Old Business-** Mo's bench dedication was at Memorial Park during Fall Fest on 9/25/21
- **New Business**
- Mrs. Burfeind had a question about Holiday Shop- will email Lauren DePalma
- **Announcements**
- **Adjournment** motion at 8:19PM by Mary Edling and 2nd by Carrie Springer