

Duanesburg Community Parent Teacher Association

Annual Meeting Agenda

Date/Time: June 10, 2026, 6:30 pm

Place: Joe Bena Hall, Duanesburg Jr/Sr High School

Type of Meeting: Annual General Membership Meeting

I. Call to Order

II. DCPTA Awards

- a. Student Volunteer Recognition
- b. Staff Volunteer Recognition
- c. Adult Volunteer Recognition

III. Presentation of Vote

- a. Presentation of the [Proposed 2026-2027](#) by Emily Denny, treasurer
- b. President – [Margaret Rivenburg](#) has been nominated. Floor nominations accepted.
- c. Vice President – [Samantha Spor](#) has been nominated. Floor nominations accepted.
- d. 2nd Vice President – No nomination has been made. **Floor nominations accepted.**
- e. Recording Secretary – [Larnice Tetreault](#) has been nominated. Floor nominations accepted.
- f. Correspondence Secretary – No nomination has been made. **Floor nominations accepted.**
- g. Treasurer – [Yvonne Keller Baker](#) has been nominated. Floor nominations accepted.

IV. Approval of Minutes (waived due to last general meeting not meeting quorum)

V. Officer Reports

- a. Recording Secretary - *Vacant* - recsecretary@dcpta.org
 - i. No report
- b. Correspondence Secretary - *Yvonne Keller Baker* - corsecretary@dcpta.org
 - i. No report
- c. Treasurer – *Emily Denny* - treasurer@dcpta.org
 - i. Financial report
- d. Vice President – *Samantha Spor* - vicepresident@dcpta.org
 - i. No report
- e. 2nd Vice President – *Mary-Clare Waltz* - 2ndvicepresident@dcpta.org
 - i. No report
- f. President - *Margaret Rivenburg* - president@dcpta.org
 - i. Spring iSmile pictures
 - ii. Ice cream trucks
 - iii. Calendar creation committee

VI. Standing Committee Reports

- a. Activities – *Vacant* - activities@dcpta.org
 - i. No report
- b. Fundraising – *Kerry Utstein*- fundraising@dcpta.org
 - i. Family Fun & Basket Raffle debrief
- c. Membership - *Vacant* - membership@dcpta.org
 - i. No report
- d. Academics - *Melissa Peterson*- academics@dcpta.org
 - i. Scholastic book sale debrief
- e. Bylaws - *Francis Spor* - bylaws@dcpta.org
 - i. No report
- f. Grants –*Larnice Tetreault* – grants@dcpta.org
 - i. No report
- g. Student Liaison - *Lucy Spor* – studentliaison@dcpta.org
 - i. No report
- h. Webmaster - *Samantha Spor* - info@dcpta.org
 - i. New email roles will be assigned for July 1, pending appointments by the new president.
- i. Nominations - *Francis Spor* - nominations@dcpta.org
 - i. No additional report.

VII. Special Committee Reports

VIII. Old/Unfinished Business

- a.

IX. New Business

- a.

X. Announcements

- a. Northeastern Region PTA Officer Trainings for all current and new incoming officers – ***attendance strongly suggested***: Monday, June 22, 2026 from 7:00pm (Shaker Middle School Cafeteria) RSVP by June 17
- b. Volunteers are needed to fill roles as Membership Chair, Student Banking Chair (Anna Denny and Linda Them?), Grants Chair, and Activities Chair. Please see President if interested.

XI. Adjournment