



General Member Meeting MEETING MINUTES
Tuesday, September 22, 2020, 6:30PM Via Zoom

Call to Order

- The virtual meeting was called to order by Emily LeFlem at 6:30pm.
- Attendees: Jennie Boden, Matt Colby, Colleen Gagnon, Emily LeFlem and Lindsay Nye.

Review of Prior Meeting Minutes

- The attendees reviewed the meeting minutes from the June 8, 2020 Member Meeting.
- Motion: Mr. Colby made a motion to approve the June 8, 2020 Minutes. Ms. Boden seconded the motion. There being no discussion, the motion carried unanimously.

Report of the Officers

Treasurer's Report

Ms. LeFlem provided the Treasurer's Report from March 2020:

	Citizens Bank Checking
Balance as of 6/1/20	\$16,246.70
Deposits	\$15.80
Disbursements	\$4,090.00
Balance as of 8/31/20	\$12,172.59

Unfinished Business

Gaga Ball Pits

- The Gaga Ball Pits have not arrived. It was discussed that the check had been cashed. Ms. LeFlem will follow up with the company regarding an estimated delivery. The committee discussed the location of the pits. One will go on the paved area next to the field and one will go up in the wood chip area next to the swing sets.

New Business

Resignations

- There have been two recent resignations, Ashley Kennedy and Tracy Brake. That leaves Emily LeFlem, treasurer and Colleen Gagnon, secretary as members. Ms. LeFlem is willing to take on an interim president position as long as she can remain treasurer.
- Ms. LeFlem discussed the possibility of converting to a PTO. The committee discussed the importance of having liability insurance.
- Action Item: Ms. LeFlem will obtain further information on converting the PTA to a PTO.

Lindsay Nye made a motion to nominate Emily LeFlem to be Interim President and Treasurer concurrently. Jennie Boden seconded the motion. The motion passed unanimously.

It is noted that Emily LeFlem is appointed to this Interim President position. This appointment will be temporary and is due to the result of two sudden resignations. The board will be actively looking for new members to fill officer positions.

Jennie Boden made a motion to nominate Lindsay Nye as Interim Vice President. Colleen Gagnon seconded the motion. The motion passed unanimously.

Jennie Boden made a formal resolution to remove Tracy Brake as a check signer and add Lindsay Nye as a check singer for the Henniker Community School PTA. Matt Colby seconded the motion. The motion passed unanimously.

2020-2021 Budget

- Ms LeFlem reviewed the proposed budget for the 2020-2021 school year. Ms. LeFlem highlighted that overall there would be a \$2,400 deficit but that the deficit would be covered from the surplus the PTA has from previous years.
- It was discussed that due to COVID-19 restrictions fundraising possibilities are unknown at this time.
- Emily LeFlem reviewed the budget items (see attached proposed budget)
- It was discussed that there are many activities/events in the budget currently that may not be able to occur due to pandemic restrictions.
- With the potential deficit of \$2,400 there would still be approximately \$8,000-\$10,000 in the bank account.

Lindsay Nye made a motion to adopt the Henniker Community School PTA budget, with a deficit of \$2,400, for the 2020-2021 year. Jennie Boden seconded the motion. The motion passed unanimously.

Fundraisers

- Virtual Bookfair- Emily Leflem will get more information
- Granite State Candies- currently do not have a virtual option but they are looking into it. They currently do not ship direct. They provide the school a 40% profit. It is a local business that would be nice to support.
- Committee discussed the importance of social distancing.
- Committee discussed the benefits of being able to order and pay online with direct shipping.

Action Items

- Jennie Boden will coordinate an email list and/or mailing to send out to potential new members looking to increase membership
- Emily LeFlem will get more information regarding a virtual book fair for the Spring
- Look into the storage unit- is it still necessary
- Emily LeFlem- Investigating possible fundraising options (Granite State Candies, Cow Patty Bingo, ???) Looking to do a fundraiser in the Fall with items arriving before christmas.
- PTA website- Emily LeFlem will make sure the website is kept up to date

Adjournment

- Our next meeting will be virtual on Tuesday October 13, 2020 at 6:30 pm. Jennie Boden will send out a zoom link and Matt Colby will have the zoom link available in the HCS newsletter.
- There being no further business, the meeting was adjourned at 7:24pm.

Submitted by:

Colleen Gagnon

Date: 9/22/20