

Stafford Special Education PTA (SEPTA) Executive Committee Meeting  
Helping Hands Inc.  
2049 Jefferson Davis Hwy, Stafford, Virginia 22554  
June 13, 2016

President Regina Mike called the meeting to order at 6:35 pm. In attendance were:

Officers: Regina Mike, President, Torwon Mitchell, Treasurer, Dali Burgado, VP Fundraising (Absent), Molly Ritter, Recording Secretary, Anne Glencer, VP Membership (Absent).

Current Members Present: Cordell and Stephanie Givens, Ashleigh McLaurin, ShaRhonda Brown- Simpson, Emily Sagle

### **Approval of Minutes**

May 9<sup>th</sup> meeting minutes were approved.

### **Treasurer Report**

The report was submitted electronically to general membership. The ending balance for May was \$2726.77. Membership brought in \$30. The SEPTA yard sale brought in \$374.14. Cici's fundraiser for May brought in \$110. There is \$5 in the savings account.

### **Officer Reports**

#### President's Report: Regina Mike

Regina discussed the 3:1 IRS rule; for each fundraiser SEPTA has the association must hold three events, workshops, trip, or scholarships, etc. for members. Regina suggested that each fundraiser have a purpose listed. She also discussed hosting a Reflections program, which showcases art, music, and dance, with a special education division. Regina is talking with Sue Clark about attending a back-to-school event to talk with the teachers about SEPTA. SEPTA is sending Regina and Torwon to the VAPTA conference. Regina suggested buying a gift for Lisa and the sitter she provides; this was seconded by member Ashleigh McLaurin. She also discussed videotaping the workshops and purchasing a video camera with the available excess funds. The videos would be posted on the website and available for members to view. Regina would like a teacher's corner in the SEPTA newsletter.

#### 1<sup>st</sup> Vice President-Membership: Anne Glencer

Ann was absent from the meeting. There will be a membership table at the end of year picnic for any members who want to pay for the next school year early. Ashleigh McLaurin and Stephanie Givens (members) discussed having a Spanish handout and a Spanish translator at SEPTA meetings.

#### 2<sup>nd</sup> Vice President-Events: Open

The SEPTA end of year picnic will be held on June 18<sup>th</sup> at 12 pm at Smith Lake Park Pavilion #1. There was discussion of hosting a spring golf fundraiser. Offering a scholarship or award for seniors was discussed as a possible way to use fundraising funds.

3<sup>rd</sup> Vice President-Fundraising: Dali Burgado

Dali was absent from the meeting.

Recording Secretary's Report: Molly Ritter

Molly discussed the May 9<sup>th</sup> meeting minutes and requested approval of meeting minutes.

**Bylaws Committee**

The Bylaws were voted on and the motion carried to approve. The motion was presented to membership by Molly and was seconded by Stephanie Givens. There was a change to the bylaw terms from one year to two years for the positions of President, Treasurer, and Secretary.

**Unfinished Business**

Arrange for an auditing committee when the books close at the end of the fiscal year or participate in the Fredericksburg District PTA Annual Audit Day at England Run library. Fundraising and events planning for 2016-2017 school year will continue throughout the summer by the executive board members.

**Adjournment**

The meeting was adjourned at 8:10 pm.