

Executive Board Meeting Minutes
Stafford Special Education PTA (SEPTA)
Stafford Hospital Center
101 Hospital Center Blvd, Stafford, Virginia 22554
August 10, 2015

President Regina Mike called the meeting to order at 6:40 pm. In attendance were:
Officers: Regina Mike, President, Torown Mitchell, Treasurer, Dali Burgado, VP Fundraising, Molly Ritter, Recording Secretary, Anne Glencer, VP Events was absent.
Guests: There were no guests present.

Approval of Minutes

Motion carried to approve July 27th meeting minutes.

Treasurer Report

Torwon reported an ending July balance of \$1325.54.

Officer Reports

President's Report: Regina Mike

Regina Mike gained approval from Dr. Clark for the Welcome Back to School flyer and Membership Drive Flyer and permission to make copies at SCPS. PTA membership cards were printed and will be handed out with membership packets during the membership drive. Membership packets will contain membership card, bylaws, and magnets. New business cards containing updated executive members were ordered and were handed out to executive board members.

1st Vice President-Membership: Anne Glencer

Membership increase proposal survey will end in 2 weeks. Anne was absent at the meeting.

2nd Vice President-Events: Open

All the slots for swimming at the Massad YMCA on August 29th from 2-4 pm have been filled.

3rd Vice President-Fundraising: Dali Burgado

Dali Burgado discussed purchasing Dots Card scratch offs as a form of fundraising. Continuing to have fundraiser nights at CiCi's on Mondays was also presented. Chix-fil-a spirit night fundraiser has not been finalized.

Recording Secretary's Report: Molly Ritter

There was no discuss from the secretary.

Committee Reports

Budget Committee: A proposed SEPTA 2015-2016 budget was presented to the board and discussed. PTA insurance was purchased from RV Nuccio for \$213 a year, effective August 9,

2015-2016, providing \$1 million policy coverage. Treasurer will update address, point of contact, and will add board members to insurance policy.

Unfinished Business

Welcome Back to School flyers and membership packets will be printed at SCPS Central Office next week, an email will be sent out to set up a date and time to make copies. Molly will update resources page on website. Membership receipt book needs to be returned from Sue.

Adjournment

The meeting was adjourned at 7:40pm. The next meeting will be held at Helping Hands at 7:00pm on September 14, 2015.