**PTOEC**

**BOARD MEETING MINUTES**

**JANUARY 8, 2020**

The meeting was called to order at 6:05 PM. In attendance were board members Dave Wettig, Sonji Palmer, Dale Schwoebel, Marcia Morgan, Lisa Elbe, Colleen Costello, Jennifer Otero, Amber Brodak, and Tim Pfeil. Also in attendance were Jan Pfeil, Robert Edwards, Tara Roberts, and Kelly Wettig.

**Minutes:**

The December 2019 minutes were read. Only correction noted was the misspelling of Tim’s last name. With that noted, the correction will be made. The minutes were approved.

**Financial Report:**

**December 2019:**

Income was $4,540.00 Expenses were $398.29 Net Income was $4,141.71

**Year of 2019:**

Income was $63,721.12 Expenses were $63,679.06 Net Income was a loss of ($1,275.62)

**Net Worth End of Year 2019:**

CD is $15,656.29 Checking is $61,127.96 Total End of Year Net Worth is $77,381.15

**SOAD Report:**

 Gymnastics and swimming begin 1/12/2020.

 Basketball has begun. We have 2 male teams, 1 female team, and skills participants.

 Our track and field coaches have stepped down. We are in need of 2 to 4 coaches. Practice site is Westhaven.

 Track and field begins in March and ends in June with Summer Games.

 Polar Plunge is coming up at Carlyle Lake in February. Belleville Dumpster dive is coming up in March 6 also.

 Bocce competition is April 4.

**Committee Report:**

 Joe Harnar submitted the Christmas Raffle proceeds for 2019. Noreen Frame headed that effort. There were

616 tickets sold by Sally Phelps’ classroom garnering them 1st place prize of $50 in addition to the $154 they got to keep for the number of tickets they sold. Our expenses were: $104 for postage and envelopes and $350 for gift card prizes. First place winner of the drawing was Helene Stuart, second place winner was Tony Willis, and 3rd place winner was Adam Schwoebel. PTOEC netted a profit of $996.75 from the raffle. We would like to thank Noreen for the great work she has done on this fund raiser for a so many years.

Lisa Elbe has set up a fund raiser at Dairy Queen on Lebanon Avenue. It will be held from 5:00 PM to 8:00 PM on July 22.

Lisa Elbe also reported that an attorney had asked if we would like to have a seminar or meeting for our membership to obtain information regarding Special Needs Trusts and Guardianship. Discussions were held regarding when, where, and how to possibly set this up for our membership. Lisa will contact the attorney again to see what she would expect toward number of participants.

**Old Business:**

Arnold Field purchase will hopefully be completed in a couple of weeks. The Board Members signed the required papers so that we could move forward on the purchase. Discussion was held on how we pay for the field. We have a CD that can be closed out and moved into the general fund to use for that purpose. After that we could move our money into a position that it makes more money for PTOEC. Marcia made a motion to close the CD and roll it into the general fund. Motion was seconded and the vote was to close the CD and move into general funds.

Discussions were held regarding our account and our insurance agents. We are researching accountants that cater to non-profit organizations and other accountants who would do our payroll, quarterly reports, tax returns, audits, and all filings required by the State and Federal government for non-profits. We also are going to look into insurance agents for general liability, board of directors’ liability, auto, workman’s compensation, and the umbrella insurance.

The annual meeting was discussed. We had so few members attend that we need to do something to improve attendance. Amber has been working on an anonymous survey that could be sent out to find out what we need to improve and what we are doing well in all of our operations. We also discussed having a membership meeting with speakers to inform us about various topics that pertain to our children. We would like to get at least 50 people as a minimum attendance number.

**New Business:**

Jan Pfeil was in attendance as an interested board member. Lori Hurst had expressed an interest in becoming a board member, but has not contacted us as yet. Jan was nominated. The motion was made and seconded. She was voted in as our newest at large board member.

Dave suggested that SOADs have a voting right on the board. Discussions were held regarding the normal procedure for paid people to be on the board. Items mentioned was what SOADs could or could not vote on. The accountability involved, and the responsibilities of SOADs were discussed. The discussion was tabled to be further held in Executive Session of the board.

Dave handed out sheets to sign up to be on committees. A Board Member should be the chair of each committee (as required by the bylaws).

Amber is researching new vendors for apparel (not uniforms). She presented mock ups and costs from a new vendor, CNC, which we could use. CNC is located in O’Fallon. CNC would make a web site for the sale of those items. Other vendors were mentioned so that we can check with them on their ability to meet our needs.

Lisa Elbe asked for more definition of how to manage the email that comes into PTOEC. Dave is going to research a system that would make sure responses are made.

**The new board members are:**

David (Dave) Wettig – President (2020) – dcwett4610@sbcglobal.net

Sonji Palmer – Vice-President (2019) – sonjitx@yahoo.com

Dale Schwoebel – Treasurer (2018) – dale2@amerweld.com

Marcia Morgan – Recording Secretary (2020) – msmorgan2522@gmail.com

Lisa Elbe – Corresponding Secretary (2019) – lelbe5@charter.net

Colleen Costello – Athlete Member (2019) – kathyinforest@yahoo.com

Jennifer Otero – At Large Member (2020) – jennifer\_leuck@yahoo.com

Amber Brodak – At Large Member (2020) – amb2728@gmail.com

Tim Pfeil – At Large Member (2020) – budweiser028@gmail.com

Beverly Love – At Large Member (2020) – mizzlove@sbcglobal.net

Jan Pfeil – At Large Member (2020) – pfeil5787@aol.com

The regular meeting was adjourned at 8:10 PM

Respectfully,

Marcia Morgan

Recording Secretary

**Executive Board Meeting**

**January 8, 2020**

The meeting was called to order at 8:15 PM.

First discussion was regarding athlete board members.

Second discussion was regarding SOAD voting rights.

The meeting was adjourned at 9:20 PM.

Respectfully,

Marcia Morgan

Recording Secretary