**PTOEC**

**BOARD MEETING MINUTES**

**MARCH 3, 2020**

The meeting was called to order at 6:03 PM. In attendance were board members Dave Wettig, Sonji Palmer, Dale Schwoebel, Marcia Morgan, Lisa Elbe, Amber Brodak, Beverly Love, Tim Pfeil, Jennifer Otero, Jan Pfeil, and Colleen Costello. Also in attendance were Kathy Costello, Jerry Russell, Kelly Wettig, Ellen Schwoebel, Tara Edwards, Robert Edwards, and Jim Monken (invited speaker).

**OPENING REMARKS:** Dave apologized for the changes made in dates for this meeting. Lisa Elbe introduced her brother, Jim Monken (Financial Planner with Morgan Stanley) who was in attendance to give us some ideas on how to invest our treasury to obtain a higher gain than we currently receive from checking accounts and CDs.

Mr. Monken suggested enhanced money markets that give a higher percentage of return. After we decide what amount of money we are interested in keeping liquid for our spending versus the amount we want to use as reserves, the enhanced money markets would yield higher rates than we are receiving, yet they would still be easily accessible. It is typical to have a surplus amount of money to take care of our operating expenses for a year to a year and a half. We would want to earn enough from our money to at least meet the rate of inflation.

**MINUTES:** The February 2020 minutes were reviewed by all board members. Corrections to be made on a spelling of a name, to add “anonymous” to a discussion that was held regarding a statement read where the statement maker’s name was not included because they did not give permission to be named, and to add the name of the recording secretary who produced the minutes each month. Those corrections will be made. Tim made a motion to approve the minutes after the corrections are made and Sonji seconded the motion. The motion was passed to accept the minutes with those three corrections being made. Corrections have been made.

**FINANCIAL REPORT:** Dale reported that our February income was $4,209.00 and our expenses were $991.00 resulting in a net income of $2,826.38 for February. Our net worth on February 29 was $78,626.77, which consists of $59,590.25 in the bank and the Arnold Field value of $18,417.12. Our profit and loss for the months of January through February consists of income of $6,153.14, expenses of $4,516.02 resulting in a net income of $1,245.62 for the two months. Dale also reported he is still working on getting our Charitable Fund Act status with Illinois up to date. Lisa motioned to approve the report, and Sonji seconded. The motion passed.

**COMMITTEE REPORTS:**

**BANQUET:** Amber reported that the annual banquet needs to get on our schedule. She talked to Bel-Air about dates. Dale had suggested last month that Amber and the banquet committee look at the Moose Lodge as a possible venue. Amber and committee members went to the Moose Lodge and felt that the venue was outdated and that we would be regressing by going there. The banquet committee suggested that we stay at Bel-Air and increase the ticket price since the rate charged would be going up. The banquet committee felt the square tables, lack of linen table cloths, the clean-up being done by PTOEC members, and acquiring access by everyone being buzzed into the venue was distracting to having a nicer feel for everyone. Amber stated that Bel-Air quoted her a price of $12.95 per plate and $500 for the room. The date for Bel-Air would be October 17. No deposit was made to Bel-Air as yet.

Ellen stated that Bel-Air had a problem with the lift at the entrance for participants in wheel chairs. Amber stated she had never heard a complaint regarding the lift. Dale stated the Moose Lodge had a straight walk-in entrance. Ellen and Dale stated they attended a banquet at the Moose Lodge with Scott Lanxon. Dale quoted the prices of $200 for the hall and $10 a plate for the Moose Lodge and PTOEC would not have to do the clean-up. Dale stated that Bel-Air charged $4 and the Moose Lodge would charge $2.25 per beer. Amber and committee members were told by the Moose Lodge employee they would charge $350 for the hall and $11 a plate with PTOEC doing the clean-up and providing linens.

Tara suggested that September 27 is the date for State Fall games, and she then suggested October 3 as a better date. A number of people began suggesting other venues which included: C K L of I, Swansea Improvement Center, and K of C on Old Collinsville Road. It was mentioned that we had used the KofC in the past and we had outgrown it.

**SURVEY:** Amber reported the survey is ready to be sent. However, the password was changed so she could not access the membership email addresses. She contacted Dave and got the password. The survey will be sent out in a couple of days when the membership list of emails is updated. Dale has not updated the email list as yet. Amber will get the email address update from Dale. Dale said he should have it updated within a few days. Questions were raised regarding the security that keeps the survey from being to outside email addresses. Amber opened the survey and there is not a link to copy to prevent duplicating the survey from outside sources. Kelly also opened Dave’s survey and sent it to herself. She could not complete the survey so there is no ability to compromise the results.

**CONCESSIONS:** Dale reported that Ellen and Jan have been working on concessions for Soccer Friendlies on March 28 at Belleville West High School. They are thinking about offering some sort of breakfast to keep the parents at the venue. They are also thinking about offering athletes lunches for 70 athletes. It was reported that it should net a profit. Tim motioned and Beverly seconded the motion to go forward with the concession plan. The motion passed.

**SOAD REPORT:** Tara reported the following:

Basketball – Lady Sparks and Skills are headed to State in Bloomington March 13 & 14.

Swimming regionals have been changed to March 29. It will still be held at Chuck Fruit Aquatic Center in Edwardsville. Total participants are 23 which is holding steady from previous years.

Soccer is up and going. Practices are being held twice a week (Saturdays and Monday). Approximately 20 attended Saturday’s practice. This week only the Monday practice is being held Tuesday (tonight). I am waiting to hear how many were in attendance and if there were any add-ons to Saturday’s roster. Soccer will also be holding it first tournament, Soccer Friendlies (previously Clash of Borders), on March 28 at Belleville West High School.

Track and Field welcomed 2 new coaches – Tanya Richter and Brenda Jackson. Tanya has a great history with Track and Field as both of her kids received full scholarships to college for this sport. Brenda is Kelly Jackson’s mom and has been a great help with Volleyball in the past as well as numerous other tasks. Practice started last Saturday with about 25 in attendance. We should see this number grow in the next couple of weeks.

Gymnastics is showing a growth as well. The new athletes in this sport are young and consist of both boys and girls. Regionals will be April 26. A few of the female gymnasts will also be attending the Georgia meet in May.

Bocce will have its regionals on April 4. Practices will be March 25 and 31 at Arnold Field at 6:00.

Class A forms for board members not yet completed are: Beverly, Jennifer, and Lisa

**OLD BUSINESS:** Dave commented we still need to vote on the Budget. We had all previously reviewed the proposed budget which could be amended when we get better information on our insurance costs. Sonji motioned to approve the budget and Tim seconded. Motion passed.

Dale reported on insurance updates. Our agent, Kathy Eichleman, from Oliver Insurance Company came up from Carbondale to discuss with Dale our current insurance. She is getting us estimates on accident insurance to cover our athletes and campers, equipment coverage, employee coverage in regard to workers compensation, auto insurance on the vans, and directors’ insurance. Our policy states that sexual abuse is defined as physical, mental, or verbal abuse. Prior knowledge of actual or alleged sexual abuse occurrence will cancel our insurance if subsequent occurrences happen. That prior knowledge is directed toward, executives, supervisory, directors, and trustees. Dale stated that, therefore, Rich is uninsurable and cannot be a part of PTOEC.

**SOAD VOTING RIGHTS:** Dale referred to the opinion that Marcia read in the last meeting from Ron Hindman. Since Ron is not listed on the minutes when the vote to revoke SOAD voting rights, Dale feels that we should not rely on that statement. He feels that we need to contact someone who was on the board at that time. Sonji read a statement regarding the same subject that Dale feels is plagiarism. At that point, Tara and Robert submitted a request to withdraw their request for voting rights. Further discussions were held whether or not we needed to vote anyway to have the reasons in the by-laws for future reference. It was suggested that the by-law consider it for future changes.

**COACH ISSUE:** Dave talked with the coach in question regarding his future intentions with PTOEC. Coach said he was looking to help out where he could. The coach does not want a head coaching position, just wants to take a break from head coaching. Dale stated that due to the insurance issues previously discussed, the coach cannot act in any Class A activity with PTOEC. Tim questioned whether or not his need to physically remove an athlete from a competition would be cause for the insurance to not cover his actions. Tara stated there are a coaches’ and an athlete’s code of conduct that she will find to provide to the coaches for future reference. Tara read the SOILL decision that the coaches’ Class A suspension goes to March 1, 2021. She stated that Tracy Hilliard advised that she would not have conversations with the coach regarding the suspension. Marcia stated that she is tired of all the rumors going around regarding herself and the coach. Amber asked if there is any PTOEC policy regarding the board being apprised of future coaching issues.

**NEW BUSINESS:** Meeting dates, times, and places were discussed. Sonji stated that we can have a board meeting without every board member being present. Dave said we would keep the meeting on the first Wednesday of every month at 6:00 PM. We will also have it at the Belleville Library unless there are problems reserving the library. Therefore, our next meeting will be April 1, 2020, at 6:00 PM at the Belleville Library.

Ellen said she was planning an Easter egg hunt at Arnold on April 5.

Dale made a motion to adjourn, and Sonji seconded the motion. The motion carried. Meeting was adjourned at 7:43 PM.

Respectfully,

Marcia Morgan, Recording Secretary