

Belleville PTOEC
Board Meeting
12 December 2012

The meeting was called to order at 6:13 pm by President Ken Skiles. In attendance were Tom Biondo, Kathy Costello, Mary Dorries, Russ Hoernis, Alyce Lanxon, Ann

Reports

Minutes

November meeting minutes were approved.

Financial Report

- Donations received since the last board meeting include \$7,000 from Variety; \$1500 from the Kreilick Family; \$3600 from the Knights of Columbus; \$1418 from Tootsie Roll drive; two memorials in honor of Fred Jeckel
- Expenses year to date: \$10,295
- Assets as of 12.1: \$60,963; including checking account balance of \$45,566 and a cd \$15,400
- Mary and Cathy Nesbit attended the Variety luncheon and summit, attending workshops on ideas for charitable organizations. Mary thought it was a good meal, but the workshop session she attended could have been more informative.
- Alyce suggested assigning a board work group to plan an annual end-of-calendar-year mailing for charity solicitation for PTOEC. Kathy mentioned that Tammy Wrobel volunteered to help as grant raiser in her response to the questionnaire.
- For more information, see this month's financial report.

Membership

- Because Mary steps down from the board after this meeting, there was a discussion of the distribution of the tasks she performs. Ann volunteered to pick up and distribute mail once a week. Alyce will maintain the membership list and record membership dues paid. Mary will stay on in membership if there is a need.
- A note to coaches will be crafted to explain that members who have not paid their dues should not be allowed to participate in practices until those dues are paid.
- There was some discussion of the board hosting two membership meetings per year to offer more support and input to the members.
- This is the first year following the term rotation plan recently voted into place by the board will be in effect. Mary and Pat will rotate off the board; there are also two positions to fill due to Tom Campbell and Doug McDaniel stepping down. Ken will ask members who expressed interest in serving on the board in their member surveys to come to the next meeting. (Nancy Lang, Joe Harnar, Jeanne Dillaplain, and Jim Harper were those listed.) Those who join will make a three-year commitment. Next year new board members will begin coming on in pairs to insure smooth transitions of members and responsibilities. Former members are eligible to volunteer for a position on the board after one year off.

Special Olympics Sports Report

- Basketball - The regional tournament is at Highland on Saturday; two teams will be competing. There was a discussion of the practice space used by the team: there is an issue with loud music from an exercise group in an adjoining space that distracts our

players. Ken will go in to negotiate with the exercise group and the Sportsplex staff to see if the issue can be resolved. In the meantime, several board members volunteered to check into other facilities - St. Mary's and Whiteside School were suggested as alternatives - and bring their results to the next board meeting. If there is a move, the volleyball teams might also be a considered in finding a new place.

- Football - The team attended its tournament at Carbondale. They won the first game but lost second game to the Wisconsin state champions. Other, more experienced teams praised the PTOEC team for their talents in their first showing. The Justice League helped the team during their training with moves, t-shirts, etc.

Fundraising

- Tom explained the procedure for signing up for team PTOEC for the Polar Plunge. Area 12 has started a competition between its agencies: the agency that raises the most money has the honor of picking the athlete who will light the cauldron at spring games. Since PTOEC is the only agency to start a team so far, the odds are in our favor.
- Julie Mongeon is trying to find a time and place to hold the mouse race fundraiser that doesn't conflict with the sports banquet. Russ will ask Julie and Elaine to coordinate dates for the two activities.

Banquet

Elaine and Russ Hoernis have volunteered to run the annual Sports Banquet.

Fun Nights

Santa visited the December fun night where he was well received by the approximately 50 members in attendance.

Clarifications to the Fun Night chaperone sign-up form were discussed, including reminding Tom to call chaperones, posting and/or emailing the chaperone schedule, and posting the directions for each shift on the website.

Old Business

Motion 12.1

Tom moved and Ken seconded the following motion: Because the SOAD is expected to be present at all board meetings, and because much of PTOEC's business is concerned with Special Olympics, the SOAD will remain a voting board member as long as he or she chooses to hold the position. If the SOAD is not able to complete his/her responsibilities or if it becomes necessary to remove the SOAD for inappropriate behavior, that individual will also lose his or her voting rights on the board

The motion carried.

New Business

The board officially thanked Mary Dorries and Pat Stumpf for their many years of service on the PTOEC board.

Meeting adjourned at 7:30 pm.

Respectfully submitted,
Kathy Costello

Belleville PTOEC
Board Meeting
7 November 2012

The meeting was called to order at 6:06 pm by President Ken Skiles. In attendance were Tom Biondo, Kathy Costello, Russ Hoernis, Darla Klaus, Alyce Lanxon, Gene Layeski, Ann Lee.

Reports

Minutes

October meeting minutes were approved.

Financial Report

- Rental facility at Pat's and maintenance for the uniforms and equipment will be included in the Special Olympics budget.
- Alyce presented her report to the members at the meeting.
- For more information, see this month's financial report.

United Way Report

United Way report has been submitted.

Membership

- With the resignation of Tom and Doug, and Pat and Mary rotating off the board after the December meeting, we will be down to eight board members. The bylaws require 9 to 12 members. Possible candidates will be discussed at the December meeting.
- Some discussion on whether the SOAD should continue to be a voting board member. The discussion was tabled.
- Board approved to membership scholarships for two members.

Fundraising

No information available on the reindeer fund raiser; Russ will check one more time.

Old Business

Mary and Cathy Nesbit will attend the Variety luncheon and summit.

New Business

The Board voted to give \$50 dinner gift cards to each of the doctors who conducted the free physicals.

Meeting adjourned at 6:27 pm. General membership meeting followed, with presentations from Met Life and Trinity services.

Respectfully submitted,
Kathy Costello

Belleville PTOEC
Board Meeting
October 3, 2012

The President, Ken Skiles, called the meeting to order at 6:20 p.m. In attendance were Tom Biondo, Mary Dorries, Alyce Lanxon, Russ Hoernis, Gene Layski and Ann Lee. Absent board members were Darla Klaus, Pat Stumpf, Doug McDaniel, Tom Campbell and Kathy Costello.

REPORTS

Minutes

September meeting minutes were approved.

October - minutes taken by Ann Lee.

Financial Report – Alyce

- Current check balance is approximately \$49,500
- CD approximately \$15,400
- The major expenses have been paid out for camp and bowling.
- United Way site visit is in October for SAVE. Darla forwarded Alyce the numbers of athletes who participated in each sport. United Way also requested information on all the annual events and outcomes for their reporting. Alyce will use the same format as last year and update the data to reflect the new year.
- Letter from Variety that the seminar/luncheon will be Tuesday, November 13th. Mary Dorries, Cathy Nesbit and Tom Biondo plan on attending the luncheon. Mary would also like to go to the seminar.

Special Olympics Sports Report

Darla was absent but sent in an email report.

- Basketball – Practices will be starting soon. Highland office has sent out a survey to the coaches about their likes/dislikes about last year's league playing. As soon as this is all received a decision will be made as to how to proceed this year.
- Bocce – Scheduled for sectional competition on Saturday, October 6th at Highland, Illinois. We have 10 athletes participating.
- Volleyball- Two teams won area competition at Effingham on September 23rd. This was discussed among coaches and parents and decided to forego going to Rockford for state competition again this year.
- Bowling – Scheduled for sectional competition on October 21st at Fairview Heights. We have 24 athletes participating.

Sports Discussion on Volleyball - The board proposed getting together with the parents at the beginning of practices or send out communication to see who would be interested and committed to going to state. It was mentioned that the advanced team consider playing regulation instead of with the modified rules.

Survey for Sports

Gene is working on another version of the parent/guardian survey. It was agreed that we generate a basic survey for all sports. He thinks he has one that will work and if not will put one together and

email it to the Board Members for review. These surveys are very important in order to receive funding from United Way.

Old Business

Fun Nights - The first one will be October 5th and thereafter; will be the first Friday of each month thru May. The first one was originally scheduled to be at Tom Compton's house for a bonfire and hayride. Due to weather it was moved to Pathways. Tom Campbell will work the door. Alyce and Ann will bring the desserts.

Reindeer Fund Raiser - Russ will email the board once the date becomes available.

Annual Membership Update - We have recruited one new member.

Physicals - Physicals will be 3 November at Douglas School. Annual membership forms will be available. Mary will send out an email to all members and will have Donna post it on the website.

Membership Meeting

The meeting will be held 7 November at 6:30 and last approximately an hour and a half.

Soliciting for new board members will be discussed. This will also be on the website.

Trinity and Met Life have agreed to speak at the meeting. Alyce is still checking on the possibility of The Department of Rehabilitation.

New Business

Tom Biondo was officially accepted as a new Board Member.

Fundraising

Chev y's - We would receive 10% for anyone who eats there and mentions PTOEC. Mary will follow up and get back with further details.

Mouse Race – Julie Mongeon may organize the event. She has talked to Elaine Hoernis about it.

Proposed Changes to PTOEC Board Terms – The attached document was approved.

On Line Survey - An additional question was brought up to be added. Would you be interested in any of the following sports that are offered by Special Olympics but not currently by PTOEC? This discussion was tabled until next month.

Additional Discussions

Flag football is currently being piloted under Area 12 Special Olympics and may be a new PTOEC sport in Illinois if everything goes well. The only requirement is for the player to wear a mouth piece.

Kathy Costello is going to speak about PTOEC to the Illinois Center for Autism. It was suggested that we could have them speak to PTOEC in the future.

Polar Plunge – This fund raiser for Special Olympics, sponsored by the Law Enforcement Torch Run, will be held February 23, 2013. Tom Biondo is putting together a team. World Class Gymnastics will be a sponsor. Each person is to get \$75.00 worth of pledges to receive lunch and a sweatshirt.

Meeting adjourned at 7:20 p.m.

The next meeting will be Wednesday, November 7, 2012 which will include a short board meeting followed by the annual membership meeting.

Submitted by

Ann Lee

Proposed Changes to PTOEC Board Terms

Attachment to Minutes, October 3, 2012

At our meeting on 5 September, we discussed the positive affect new members have on the board. The following points were raised:

- New members bring new ideas and energy to the board
- Experienced members pass on the history of the organization and the memory of what has worked in the past
- Parents of younger athletes have expressed interest in serving on the board
- Rotation of board members has proved effective for other organizations
- Rotations allow the board to include a mix of new members and experienced members
- A three-year term may be more effective – and doable – than the current three sets of two-year terms
- Requiring board members to “rest” between terms would prevent “burn-out” of dedicated members
- Having special education teachers on the board would be helpful

As requested, I’ve rewritten the appropriate clauses of our bylaws to incorporate these suggestions. We will discuss and vote on these at the October meeting.

First, the current sections are written as follows:

Section F - Length of Service

Each Board member will serve for a 2-year period.

Section G - Term Limitation

Each Board Member, other than a parent, shall be limited to 3 two-year terms in succession unless this provision is waived by unanimous vote of the Board.

Next, here is the proposed rewrite of the sections:

Section F - Length of Service

Each Board member will serve for a three-year period.

Section G - Term Limitation

Each Board Member shall be limited to one three-year term unless this provision is waived by unanimous vote of the Board. Board members must wait one year before re-applying to serve on the board for another three-year term. Former board members may continue as members of standing committees as they wish.

Finally, here is the way we can rotate ourselves off for some much-needed rest! Note that board members are listed in the order they joined the board.

Retiring December 2012

Pat

Mary

Darla

Retiring December 2013

Kathy

Gene

Doug

Tom

Retiring December 2014

Ken

Alyce

Russ

Ann

This means that each year we would have to add three or four people to the board to keep a 9-12 person board. Keep in mind that leaving the board doesn’t mean you have to leave any of your other PTOEC tasks – coaches can stay coaches, SOAD can stay SOAD, party people can keep organizing parties, etc. (This also means that we’ll have to be more careful about electing officers each September – or we can change that section, too.)

Belleville PTOEC
Board Meeting
5 September 2012

The meeting was called to order at 6:01 pm by President Ken Skiles. In attendance were Tom Campbell, Kathy Costello, Russ Hoernis, Alyce Lanxon, Gene L Hayeski, Ann Lee.

Reports

Minutes

May meeting minutes were approved.

Financial Report

- Alyce reported a \$67 k balance, \$15k of which is in long term CD. She noted that summertime is the most expensive season for the organization, due to summer games and camp expenses.
- Summer camp expenses were \$23k. Between Variety Club funding, donations, scholarships, and camper fees, \$3700 still remains to be covered by PTOEC.
- For more information, see this month's financial report.

United Way Report

- Jeff's counselors at summer camp tracked data on campers' progress towards individualized learning goals. The report for United Way also includes pre and post surveys completed by the campers' caregivers.
- A pre-survey of PTOEC member caregivers has been posted on Survey Monkey. Information collected from the survey will be used to improve delivery of services by the organization, as well as to provide statistical data to be used in United Way reports. Paper copies of the survey will be available at the fall meeting and at free physicals day. A post-survey will be posted after summer games.

Membership

- Mary is still tracking down the last four members who owe dues for this year. It was suggested that better advertising of paying dues on free physicals day would be an efficient way for members to pay on time.
- Gene has been working with some of the group homes to get new members

Special Olympics Sports Report

Darla was ill but sent in an email report:

- Volleyball – Three teams will be participating in the area competition; more athletes are participating this year.
- Bocce – About the same number of athletes are participating this year as last. Measurements for divisioning the athletes will be taken on 12 September. The new courts that were purchased include premeasured ropes and setup takes half the time as previous years.
- Bowling – Area competition has been held, with 24 of the 61 athletes winning gold medals.
- Equestrian – One PTOEC athlete was invited to join the new Special Olympics equestrian team at Beverly Farms. If all goes well in the pilot project, a Waterloo stable may serve as the home base of a branch of the Farms as a region twelve team is formed.

- Flag Football – An initiative started by Area 12 as the first SO touch team in Illinois is starting. Rich was selected to organize and help coach the team. Eleven players have begun practices, with the Justice semi-pro team helping coach. The competition will be in November in Carbondale. Other important notes include
 - The \$40 for uniforms and \$20 for tournament per player will be paid by the athletes unless sponsors can be found.
 - The Carbondale tournament is NOT sponsored by SOIIL but is a semi-pro league tournament.
 - The Area 12 team will play exhibition games against other SO teams invited to the tournament.
 - To date, two cheerleaders have joined that team, with Lisa as their coach.

Fundraising

Russ will check on the “Reindeer Pictures” fundraiser this week and email information to board members as soon as possible.

Day Camp

52 campers attended this year’s very successful day camp.

Web Site

Cathy Nesbit is taking over the “Athlete of the Month” feature at the site with a new athlete featured each month. Some of the members will assist with writing copy and taking pictures. Information about the annual meeting and member survey, as well as minutes of the meeting, will be posted on the PTOEC website.

Fun Nights

First fun night is at Tom Compton’s home on 5 October.

Special Needs Air Show at Scott

Gene reported that 155 people are planning to attend this event. He reported that there are enough cars and drivers with security clearances and requested that both vans be reserved for that day. All participants must be at the O’Fallon park and ride on 14 September by 1:30 SHARP. Mary volunteered to get 200 snacks for the members, since AFB no longer has funds for snacks; only water will be provided

Picnic

Mary reported that 92 members have responded to the RSVP for this weekend’s family picnic. She also reported on projected costs. Tom Campbell, Cathy and Tim Nesbit, Russ, Ken, and others will help set up. Gene has the procedure for reserving the park saved electronically for use in future years. Mary agreed to coordinate the picnic again next year.

Old Business

Membership meeting – the group agreed to postpone the fall membership meeting until November to allow more time to secure presenters for the event. Russ will contact Trinity Services, Alyce will contact SAVE, and Kathy will contact a child advocate agency as possible speakers.

New Business

- The number of two-year terms a board member can serve was discussed. Kathy will write a proposal for consideration at the next board meeting.
- A raise in the stipend for the SOAD was discussed. The board passed a motion to review the stipend biannually, with board members exercising the option of increasing the salary based on SOAD performance of duties and the organization's financial standing. The day camp director's salary will be reviewed at a future meeting.
- Tom Biondo has agreed to act as the car wash coordinator for next year. He also volunteered to act as official photographer for PTOEC.
- Russ explained that he and Elaine have not run the Mouse races to avoid requesting the same amounts of the same donors every year. Dan and Julie Mongeon have volunteered to take it over for this coming year. Russ agreed to help them, suggesting that last year's sponsors not be solicited for donations.

Meeting adjourned at 7:41 pm.

Respectfully submitted,
Kathy Costello

Belleville PTOEC
Board Meeting
2 May 2012

The meeting was called to order at 6:12 pm by President Ken Skiles. In attendance were Tom Campbell, Kathy Costello, Mary Dorries, Russ Hoernis, Darla Klaus, Alyce Lanxon, Doug McDaniel, and Pat Stumpf.

Reports

Minutes

April meeting minutes were approved.

Financial Report

- Alyce reported that we currently have \$87 527, including \$15 000 in a certificate of deposit. There is \$72 142 in the active checking account
- Income in the last month included donations of \$15 000 from United Way through SAVE and \$3600 from Knights of Columbus.
- Expenses included \$950 payment to the YMCA for use of the swimming pool. This is an increase of about \$300 over last year's cost.
- For more information, see this month's financial report.

United Way Report

- Alyce gave SAVE a copy of the CD from the sports banquet to use in this year's reporting of goal achievement to United Way. Alyce explained that for this year's report, the performance goals included were similar to the ones Jeff Price uses for Variety Children's Charity progress report on day camp. Data of athlete accomplishments as collected from coaches was also included.
- For next year's United Way report, the list of goals should be better tailored to PTOEC's services and accomplishments. There was some discussion of possible improvements to the organization, possible goals to include, and to assess achievement of the goals. The main purpose will be to assess pre and post development of athletic, behavior, and social skills of PTOEC members.
- It was suggested that adding the goal of 100% parent/coach participation in protective behavior training would be an important goal to include for next year.

Membership

- It was pointed out that having special education teachers on the board would be helpful because they are familiar with the resources and challenges for our PTOEC members. Board members were encouraged to invite special education teachers who may be interested in joining the board to the September meeting.
- Ways to increase the presence of PTOEC in the area were discussed:
 - Darla reported that PTOEC pamphlets were distributed to selected special education teachers.
 - Ann and Alyce will be doing a presentation on PTOEC at the downs syndrome organization meeting.
 - It was suggested that presentations at the St. Clair county institute, other teacher inservice meetings, and PTA meetings at local schools might be an

effective way to increase awareness. BASSC may also have suggestions for reaching more school-aged children and bringing them into the organization.

Special Olympics Sports Report

To date, 48 athletes have qualified for State Summer Games. Coaches have not yet given a count of athletes who will be traveling by van but Darla has a rough count of 22 athletes so far who will need rides. There was some discussion about the logistics of getting vans where they need to be at a minimum of expense and time. Darla will coordinate drivers and pick-ups.

- Gymnastics – Regional competition will be this Saturday at World Class Gymnastics Center at the Sportsplex.
- Track – Regional competition was last Saturday at SIUE. Results are not yet finalized; all but one athlete received gold medals.

Vans

Extended discussion about the cost feasibility of maintaining two vans, including discussion of asking Variety for a new van to replace the 1999 van. Russ will take a look at the van that was used for the track meet over the weekend and sustained some hail damage.

Fun Nights

The last fun night of the year is this Friday. Cinco de Mayo is the theme.

New Business

Kathy announced a “Save the Date” from the state level Family Action Network (FANS): the first Families Conference will be held at the Double Tree Conference Center in Downers Grove in the Chicago area on 13 October 2012. There is a good chance that the next family conference will be held in southern Illinois.

Meeting adjourned by general acclimation at 7:33 pm.

Respectfully submitted,
Kathy Costello

Belleville PTOEC
Board Meeting
4 April 2012

The meeting was called to order at 6:10 pm by President Ken Skiles. In attendance were Tom Campbell, Kathy Costello, Mary Dorries, Russ Hoernis, Darla Klaus, Alyce Lanxon, Ann Lee, Doug McDaniel.

Reports

Minutes

March meeting minutes were approved.

Financial Report

- Alyce reported that our current balance is \$80,000, including the CD. Several donations have been received in the past month, including \$15,000 from SAVE, and \$1247 from St. Nicholas Catholic Church. Expenses included \$1400 for general liability insurance and \$735 for athlete uniforms.
- The Variety grant for \$8000 has been submitted. Per the grant requirements, the following goals and outcomes were included in grant:
 - As a result of their participation in PTOEC Summer Camp, individuals will
 - Increase the number of independent social interactions
 - Increase their independent participation in camp activities
 - Increase self help skills
 - In addition, parents will complete a survey to assess their expectations of the camp and the realization of those expectations.
 - Jeff will work with Alyce to develop the surveys and other assessment tools that will be used.
- For more information, see this month's financial report.

United Way Report

- Alyce is working with Darla and some of the coaches to collect outcome data for United Way before they conduct their site visit at SAVE on 18 April.
- Discussion centered on the types of outcome data we will need in the future for both United Way and Variety grants and how we can make the recording of that data part of the way PTOEC provides its services. Kathy will circulate a document of possible goals and assessment tools to the board members as a starting point for those decisions.
- Alyce suggested that the annual slide show presented at the Sports Banquet could be the beginnings of a video diary that would let benefactors know the benefits their funding provides.

Membership

Mary is contacting those members who have not yet paid their dues. Dues were to be paid by 1 January of each year. There was a brief discussion on ways to encourage members to pay dues on time; no new conclusions.

Special Olympics Sports Report

- Gymnastics – practices continue
- Soccer – practices continue

- Swimming – practices continue
- Track – Big increase: 23 athletes this year
- Bocce – practices continue

Alyce reported that the vans rented to go to State Summer Games last year were about \$100 per van per day last year. Darla and Alyce are looking into ways to reduce the costs, including renting the vans one-way, since most athletes ride home with their parents, leaving empty vans on the way home.

Fundraising

Reindeer Pictures Fund Raiser: Russ reported that negotiations are underway for this project. It is proposed that it be held at Frieze Harley Davidson on Greenmount road, since bikers are famous for promoting and supporting this type of charity event. Russ will negotiate a date for the event: the first available Saturday or Sunday after Thanksgiving.

Summer Camp

- Permission forms for summer camp include a guardian's signed release to use photos taken at camp for PTOEC publicity and reports. It was suggested that this wording be added to the PTOEC annual membership form so all pictures can be used without legal worries.
- Cost of the camp was raised from \$275 to \$300 last year; the proposal for this year is \$325. Alyce prepared a budget based on 40 paying campers; with 12 full or partial camperships through Variety Club. Variety particularly favors giving scholarships to those in need.
- Jeff will be promoting PTOEC to parents through summer camp to increase carryover of campers to members.

Banquet

- 195 people attended this year's annual Sports Banquet.
- Cardinals tickets were the biggest seller on the silent auction, netting \$1000 in the final bid.
- \$3558 was taken in through admissions, silent auction, and raffle. Expenses totaled \$4079. Several donations received that night will cover the deficit.
- Extra coolers were ordered when purchasing the coaches' gifts. The extras can be used as athlete gifts next year.
- To reduce costs, the table decorations were not raffled off but will be saved for next year.

Old Business

- Competition Wheelchair: tabled until further notice.
- Mawell's fund raiser: postponed until fall.

New Business

- David Paeth of SWIC's Office of College Activities is seeking activities and events that allow more participation of its students in the affairs of the community. Tom is negotiating for sports skills training days, particularly for basketball. He will find out what sports they could support and what events they may offer.
- There was a discussion of resuming baseball as a sport. PTOEC sponsored the activity for three years as individual skills because not many participated. Seven to fourteen

athletes are needed to form teams and play a game. It was suggested that it might be pursued as a unified sport if we start planning for next year.

- There was a discussion about the number of PTOEC board members. It was generally agreed that the board members are usually agreeable and have few difficulties reaching consensus on issues. Twelve board members are allowed, a number considered valuable, since the board performs many tasks. It was pointed out that other members might be recruited to form standing committees to help with these tasks. Term duration, term limits, and succession were discussed. Members agreed that a teacher on the board would be helpful; two names were mentioned.
- There was a reminder that we could use Belleville News Democrat's "What's Happening" section for the promotion of PTOEC events.
- It was suggested that twitter and other social media might be helpful ways to reach our members about events and updates.
- Ken received an invitation to host a booth at the Disabilities Awareness Festival at Moody Park on Longacre Drive in Fairview 19 May. Volunteers are needed to man the booth in two-hour shifts.
- We will have a float for the Shriner's Parade on first Friday in June. The float is already done, thanks to Concordia Church in Millstadt who made it for last year's Millstadt Homecoming.

Meeting adjourned at 7:20 pm.

Respectfully submitted,
Kathy Costello

Belleville PTOEC
Board Meeting
1 February 2012

The meeting was called to order at 6:05 pm by President Ken Skiles. In attendance were Tom Campbell, Kathy Costello, Russ Hoernis, Darla Klaus, Alyce Lanxon, Gene Layski, Ann Lee, and Pat Stumpf.

Reports

Minutes

With the correction the spelling of Tony Lebert's name, the January meeting minutes were approved.

Financial Report

- Alyce reported a current account balance, including a CD at 0.3%, is \$70,685. \$55,000 is the available balance in the open account.
- The biggest upcoming expenses include \$2,200 for van insurance, with liability coverage as the biggest part of the premium, and the organization's general liability insurance of \$3,000.
- Alyce attended the workshop for the Variety Club grant and reported that there will be big changes in applying for the grant as well as reporting the use of grant funds. Highlights include:
 - A new mission statement for Variety Club now specifically identifies the charity's focus is for children with disabilities, up to age 21.
 - Funding requests should be for more than \$5,000.
 - All goals for use of grant monies must be stated in terms of measurable outcomes.
 - Applications must include specific details concerning how funds will be used. Variety will fund requests in three categories:
 - Scholarships to children with disabilities for participation in programs
 - Variety Club will provide a format for a letter to be delivered to scholarship recipients stating that Variety is sponsoring their participation.
 - PTOEC awarded \$3,900 in scholarships to thirteen day campers last year, indicating this as an option for which the organization is suited.
 - Funds for professional services for children with disabilities (such as therapy)
 - Funds for educational materials, recreation equipment, and therapeutic materials for children with disabilities.
 - There can be no duplication of funding for items through United Way.
 - Reporting documentation must include photos or videos that show children benefiting from use of the funds. PTOEC will have to secure signed photo/video permission forms from parents of participants.
 - Results and outcomes will be critical in renewing the grant. Some suggestions included:
 - Survey parents complete after day camp is over
 - Day camp staff members keep skills checklist for campers
 - Outcomes for campers may be stated in terms of increasing social skills, communication skills, functioning independently, making choices, etc.

- Darla presented a proposed budget for Special Olympics for 2012.
- For more information, see this month's financial report.

Membership

Only 50 athletes have paid their dues for 2012 at the present time. Membership forms were provided on the website, at free physicals, at Fun Nights, and mailed to those without internet access. Contact will be made with those who have not yet paid.

Special Olympics Sports Report

- Gymnastics – The team is now up to an all-time high of 20 gymnasts.
- Basketball – The regional competition was this past weekend. The Wildcats played in very close games; one game went triple overtime and the Wildcats lost by two points for a fourth place finish. Tigers got the bronze; Panthers placed fourth in their division. Darla will request a refund of the facility fees for the games that were cancelled during the practice season.
- Soccer – The first organizational meeting will be 18 February at Moye Elementary School in O'Fallon to discuss the upcoming season.
- Swimming – Practices continue; times need to be in to the regional office by 10 February.
- Track – Practices start in March at Westhaven school.

Banquet

Russ reported on plans for this year's banquet. Costs for catering, the DJ, and decorations are estimated at \$3000. The board agreed to keep admission costs at \$10 for adults, \$5 for 6-12 year olds, and no cost for children 5 and under, athletes, and coaches. The board also approved the suggested coach and athlete gifts. There will be no surprise guest this year for two reasons: first to allow more time for the dance and awards, and second because the fees for mascots have increased.

Old Business

Competition Wheel Chair – Russ and Gene discussed their plans to contact the CFO at ROHO for information about the chair and possible donation information. Information will be emailed to board members; discussion is tabled until then.

New Business

Potential new board member: Tom Biondo and Mrs. Pruitt were invited to this meeting but couldn't make it; will be invited to next meeting.

Athlete Incentives Discussion: New athletes get a PTOEC gym bag as soon as they join. A PTOEC jacket is presented at the sports banquet after one year of participation. Gene suggested that the coaches give the banquet coordinators a list of athletes who have completed one year so they can receive their PTOEC jackets at this year's banquet.

Meeting adjourned by general acclamation at 7:28 pm.

Respectfully submitted,
Kathy Costello

Belleville PTOEC
Board Meeting
11 January 2012

The meeting was called to order at 6:05 pm by President Ken Skiles. In attendance were Tom Campbell, Kathy Costello, Mary Dorries, Russ Hoernis, Darla Klaus, Alyce Lanxon, Gene Layeski, Ann Lee, and Doug McDaniel.

Reports

Minutes

December meeting minutes were approved with minor corrections: finishing sentences in the Special Olympics report.

Financial Report

- Income for the month was \$7000. Alyce reported a \$7500 balance in the account.
- \$1047.50 was received from the annual raffle.
- Alyce checked with the accountant and found that PTOEC taxes are not due until July.
- The smaller of the two PTOEC accounts was closed. (See discussion in last month's minutes.) The organization now has only one account and one certificate of deposit.
- There will be a change in the format for the Variety club grant. In order to complete the grant, a representative must attend a workshop on 24 January. Alyce is planning to attend.
- Alyce received information about a fund raiser for Special Olympics golf. She will send the information to Donna Biffar who will post it on the web site.
- For more information, see this month's financial report.

United Way Report

Alyce has been sending the information SAVE requested for the United Way report, but has not heard anything from them for more information. Since communications are sketchy and the exact format for reporting is not clear, the board decided to wait until SAVE makes another request before sending statistics or other reports.

Special Olympics Sports Report

- Gymnastics – Practices start this Sunday. Boys and artistic women gymnasts practice from 9:00 to 10:30; rhythmic women gymnasts from 10:30 to noon.
- Basketball – Darla apologized for the scheduling nightmare due to conflicts at the venues. There is one more night of games, one more practice, and then the competition. It costs \$80 per team per night for the games, with the money going to O'Fallon Parks and Recreation for referees and space.
- Swimming – Swimming practices started at this past Sunday at the East End YMCA.

Fundraising

Tony Liebert donated \$200 to PTOEC; since he works for Boeing, they will match the amount. Tony is going to encourage others at Boeing to contribute to PTOEC.

Banquet

The annual Sports Banquet will be held 24 March at the Knights of Columbus hall in Fairview Heights. Russ read a list of questions from Elaine, new banquet committee head, about the banquet. Many of the questions concerned budget allotments for various line items. \$5000 has been allotted for the banquet; Alyce will email a budget break down to Elaine.

Web Site

Information about the Banquet as well as minutes of the meeting, will be posted on the PTOEC website.

Old Business

Discussion continued on finding a competition wheel chair. Gene reported that the 3 wheel chairs are cost prohibitive, and he is looking for a 2 wheel chair. The Roho company (which designs cushions for wheelchairs) is local and was suggested as a sponsor. Several board members knew workers at the company; contacts will be made.

New Business

The Air Show will be at Scott AFB again on 13-14 September 2012. PTOEC is on the list for the special needs air show. The Thunderbirds will be there.

Tom Biondo suggested that Mrs. Pruitt at Whiteside is a special education teacher who is interested in serving on the PTOEC board.

Ann shared information on free National Park passes. The information will be placed on the web site.

Adjourned by general acclimation at 7:14.

Respectfully submitted,
Kathy Costello