

David Lubin Parent Teacher Group (PTG)

**Executive Meeting Minutes**

April 20, 2021 - 7:30 pm

Zoom video conference call

Present: Jazz Mixon (Vice President), Mike Downey (Treasurer), Norma Hoss (Parliamentarian), Kit Adsetts (Secretary), Kate Buehler, Gillian Tarkington (Members-at-large), MaryAnne Williams, (Teacher Representative)

Absent: Erin Brown (President), Libby Augusta (Teacher Representative), Erin Powers Gomez (Member-at-Large)

Quorum established.

**President's Report**

- Mike Downey sitting in for Erin Brown tonight.
- Mike Downey moves to approve March General Membership meeting minutes and March Executive meeting minutes. Norma Hoss seconds. Unanimous voice vote approval, motion passes.
- PTG President/Co-President – Gillian Tarkington and Jazz Mixon have volunteered to be nominated in the co-president role. Board has confirmed in the bylaws that a Vice President is not required if there are Co-Presidents. Kit Adsetts nominates Gillian Tarkington and Jazz Mixon as Co-Presidents, MaryAnne Williams seconds. Unanimous voice. Motion passes.
- All current positions, excluding President/Vice President were unanimously confirmed in voting. For the Members-at -large – two write in candidates were received Lisa Ashley, Leslie Oberst. The four Members-at-Large will be Kate Buehler, Caroline Dunivant, Lisa Ashley, Leslie Oberst. Mike moves to certify to the results as presented for the ballot, with the previous exception noted for Co-Presidents. Kate Buehler seconds. Unanimous voice vote approval, motion passes.
- All positions approved by voting are:
  - Co-Presidents – Jazz Mixon and Gillian Tarkington
  - Parliamentarian – Norma Hoss
  - Treasurer – Mike Downey
  - Secretary – Kit Adsetts
  - MAL – Kate Buehler, Caroline Dunivant, Lisa Ashley, Leslie Oberst
- Board suggests a transition / onboarding meeting prior to budget meeting in summer. Also suggest having the new Board members attend the May meeting as a non-voting member. President can introduce them in the general meeting in May.

**Treasurer's Report**

- April –all revenue was from Garden Tour Sponsorship.
- Ms. Jane needs to be paid for April.
- Teachers need to submit receipts for their enrichment for this school year by May.
- Norma Hoss will ask for ideas for Teacher Appreciation, and we will vote in May meeting on how to use the \$500 allocated in the budget.

**Fundraiser/Campus Updates: Items on the agenda but insufficient time to discuss**

- Push the Garden Tour. Tell everyone you know.
- No Bus Service Complaints – refer to Leticia Garcia

**Meeting Adjourned**

Next meeting: Tuesday, May 11, 2021 at 7:00 pm via Zoom