

# Holliston PTSA Executive Board/Committee Meeting Minutes

February 3rd, 2015

## **In attendance:**

Jill Sykes , Ray Oquendo, Lynn Whynot, Erin Ornsteen, Kristine Perlmutter, Susan McDonough, Joan Sousa, , Lynne Rahim, Stacey Raffi, Dawn Latshaw, Tom Bolton, Nora Oquendo, Kathi Hothem, Wendy Davis

7:06 pm - Jill Sykes called the meeting to order.

Jill moved to accept minutes. Lynn seconded.

## **President's report (Jill Sykes)**

Jill welcomed representatives from the sophomore class who were attending to present a request for funding for a class party.

Approving bylaws are a priority for the meeting.

## **Treasurer's report (Ray Oquendo)**

- No update yet on the Vanguard account

- We are 100% in compliance tax-wise

## **School Reports**

### Elementary (Kathi Hothem)

Square 1 Art, Basket Raffle and Book Fair coming up

Blood drive same day as Science Fest

### Middle School (Jill Sykes)

168 people attended the 6<sup>th</sup> grade Carnival. Raised enough money for donation

### High School (Kristine Perlmutter)

Christmas tree sales were \$9500 gross/\$4000 net. Should money go towards scholarships or class trips?

(Introduction of Sophomore students)

Sophomore trip got cancelled last year. Kristine suggested PTSA sponsoring lower class trips (High School is self-funded), with only PTSA members as chaperones. Group is considering doing a harbor cruise.

Details to consider: transportation insurance needs to be covered by bus company. Is any insurance offered by the owner of the boat? PTSA current policy only covers \$1 million of damage. Any extra costs incurred go to signees on policy (Jill and Ray). Ray expressed concern about being held personally responsible for any severe situation that could occur. Discussion surrounding policy being upgraded to cover additional damage (current policy premium only \$125/year). Student questioned difference between class trip and ski club? Explained additional liability for parties and possible misbehavior by students. Student's mom made motion for the discussion to be tables for further consideration. Seconded by Kristine. Jill said decision would be made within 30 days.

*Update 2/15/15: Moved by Ray, second by Kathi to increase our Holliston PTSA General Liability coverage with AIM Insurance from \$1 million to \$2 million for an additional cost of \$50 a year and to increase our medical coverage from \$5,000 to \$50,000 for an additional \$120 a year. Board voted yes.*

## By-law discussion

Renamed heads. Added VP's and Treasurer at HS level. Lynn made motion to accept bylaws, Jill seconded. All in favor.

## Scholarships

Holliston PTSA will award three types of scholarships in 2015. Two scholarships are determined by a random draw from a pool of eligible names: one based on paid PTSA membership dues for each year the senior has attended HHS, the second is based on the accumulated number of volunteer shifts worked by the student or his/her parent(s) at the annual HS PTSA Christmas Tree Sale. The third type of scholarships will be awarded based on a written submission in addition to the membership requirement.

## Audit committee

Lynn made motion to name VP's, Treasurers and two non-committee members as the audit committee.

Jill seconded, all in favor.

## HBA member – Stacey Raffi

Appealed to group to stay local when giving scholarships/prizes/grants

## Future discussions/decisions

- Need to establish grant cycle

- Can sales from Christmas tree sales be funneled into local grants?

8:40pm - Meeting adjourned

**Next meeting is 4/7/15 - 7pm - Holliston High School library**