Meeting Minutes

Lighthouse Elementary / Beacon Cove Intermediate PTO PTO Bylaw Committee Meeting: Tuesday, December 17th, 2024 @ LHE (8:30am)

1. Welcome

Call to Order: 8:42am

Executive Board Members Present: Ariel Dlugasch, Katrina Ventola (via Google Meet), Olga Sokolova, Brittany Pace, Robyn Yousef, Momo Yamakawa (9:05am), Pamela Buckman (Beacon Cove Intermediate Principal), Nina Montez (Lighthouse Elementary School Principal)

Executive Board Members Absent: April Vradenburg, Keri Morrison, Jen Beilinson **Non-Executive Members Present:** Randi Karmin (Adopt-A-Class Chairman), Allen Hoorn (Bylaw Committee Member)

- 2. Introduction of Members and Goals of Meeting (Ariel)
- 3. Current Proposed Revisions (Robyn)
 - Article III Purpose Revision

MOTION: A motion was made by Olga to accept Article III bylaw revision as presented. The motion was seconded by Robyn. The motion was approved with 6 out of 6 votes.

Article V – Membership eligibility clarifications

MOTION: A motion was made by Robyn to accept Article V (A) bylaw revision as presented. The motion was seconded by Ariel. The motion was approved with 6 out of 6 votes.

- Article VI Executive Board of Directors clarifications
 - A Clarify board member eligibility and office sharing

MOTION: A motion was made by Brittany to accept Article VI (A) bylaw revision as presented. The motion was seconded by Pam. The motion was approved with 6 out of 6 votes.

- Momo entered at 9:05am and will begin voting from this point forward
- o C Principals as voting members of Board, except where a conflict exists

MOTION: A motion was made by Olga to accept Article VI (C) bylaw revision as presented. The motion was seconded by Robyn. The motion was approved with 7 out of 7 votes.

- Consideration for future addition of Conflict-of-Interest Policy
- D Remove Member-at-Large position

TABLED: This discussion has been tabled for now and will be revisited at a future meeting.

o E – Increase term to 2 years

TABLED: This discussion has been tabled for now and will be revisited at a future meeting.

○ F – Add clause for how many terms a person can serve

TABLED: This discussion has been tabled for now and will be revisited at a future meeting.

- Article VII General Membership and Executive Board Meetings
 - two, **o** → **A Clarify notice of meetings** , if, (A chape or for each of the continuous of the conti

MOTION: A motion was made by Robyn to accept Article VII (A) bylaw revision as presented. The motion was seconded by Nina. The motion was approved with 7 out of 7 votes.

- Article IX Nomination and Election of Officers: The transfer as the right of the second of th
 - o E Clarify General Membership voting ballots/show of hands

REVISED: The language of the last sentence in the proposed revision will be edited and voted on at a future meeting.

o G – Add clarity to who wins an election – two people per position

MOTION: A motion was made by Olga to accept Article IX (G) bylaw revision as presented. The motion was seconded by Momo. The motion was approved with 7 out of 7 votes.

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- Article X Duties of Executive Board Members
- C (a) Secretary clarify who takes minutes at each meeting

MOTION: A motion was made by Olga to accept Article X (C.a) bylaw revision as presented. The motion was seconded by Robyn. The motion was approved with 7 out of 7 votes.

o D (b) - Treasurer - share all financial records with the Board

MOTION: A motion was made by Olga to accept Article X (D.b) bylaw revision as presented. The motion was seconded by Pam. The motion was approved with 7 out of 7 votes.

 E & F – Volunteer Coordinator & Business Partner Coordinator – remove specific awards to make it more general

MOTION: A motion was made by Olga to accept Article X (E & F) bylaw revision as presented. The motion was seconded by Brittany. The motion was approved with 7 out of 7 votes.

- Article XII Resignations and Vacancies
 - o D Add language for returning records upon leaving office

MOTION: A motion was made by Robyn to accept Article XII (D) bylaw revision as presented. The motion was seconded by Olga. The motion was approved with 7 out of 7 votes.

- Article XIII Finance
 - o A (i) Budget Add language for how purchases should be made

MOTION: A motion was made by Olga to accept Article XIII (A.i) bylaw revision as presented. The motion was seconded by Brittany. The motion was approved with 7 out of 7 votes.

Reimbursement bylaw in place?

o C - Dissolution - assets go equally to both schools

MOTION: A motion was made by Katrina to accept Article XIII (C) bylaw revision as presented. The motion was seconded by Olga. The motion was approved with 7 out of 7 votes.

- Article XIV Emergency Community Response Fund
 - A Designation of funds
 - B Budget Committee sets amount
 - o C Not mandated to disburse or carry over funds
 - D ECRF does not preclude other fundraising activities
 - E Principal shall request funds

MOTION: A motion was made by Robyn to accept Article XIV bylaw revision as presented. The motion was seconded by Nina. The motion was approved with 7 out of 7 votes.

4. Ongoing Proposed Revisions

 After today's meeting, Robyn will send proposed typo revisions via email for Executive Board vote

5. Next Meeting

- Executive Board Meeting
 - 1/10/2025 8:45am at Beacon Cove Intermediate
- Bylaw Revisions Meeting
 - o January 2025
- General PTO Meeting
 - o February 2025

6. Adjourn

Adjourned: 10:44am

Ariel Dlugasch, President

Date

10/25

Brittany Pace, Secretary

Date

LHE/BCI PTO Executive Board 2024-2025

President: Ariel Dlugasch VP of Events: April Vradenburg VP of Fundraising: Keri Morrison and Jen Beilinson Treasurer: Olga Sokolova LHE & BCI Secretary: Brittany Pace BP Coordinator: Robyn Yousef

Volunteer Coordinators: Katrina Ventola & Momo Yamakawa Lighthouse Elementary School Principal: Nina Montez Beacon Cove Intermediate School Principal: Pamela Buckman

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NON-Board Positions: A second and a second

Adopt-A-Class: Randi Karmin/Courtney Davis Social Media Specialist: Sabrina Barron Dine for Cash Coordinator: Courtney Roog Events Chair: Andrea Anderson Business Partner Chair: Diana Docea Participation of TSAW Committee Chair: Jamie Gilbert Web Designer: Kate Gilbert Teacher Liaison: Kristy Baynham (LHE)
Teacher Liaison: Ali Farris (BCI) 人名英格兰 医动物囊的 电对流输出

Teacher Liaison: Ali Farris (BCI)

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