

**Meeting Minutes**  
**Lighthouse Elementary / Beacon Cove Intermediate PTO**  
**PTO Bylaw Committee Meeting: Tuesday, December 17<sup>th</sup>, 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**

- 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.**

- 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

- A – Clarify notice of meetings

**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

- 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.**

- 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.

- 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.

- 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

- 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

- A (i) – Budget – Add language for how purchases should be made



**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**

**NON-Board Positions:**

**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**

**TSAW Committee Chair: Jamie Gilbert**

**Web Designer: Kate Gilbert**

**Teacher Liaison: Kristy Baynham (LHE)**

**Teacher Liaison: Ali Farris (BCI)**