

Kilgour Elementary PTA  
Meeting Minutes  
December 11, 2019

Minutes recorded by: Holly Carlson

- A: Meeting called to order by Chandler Dektas.
- B. Approval of September/October meeting minutes tabled until the January meeting.
- C. Riso Discussion

Jacob Morvay will reach out to the district regarding district allotted funds per student per school, according to posted CPS budget. We discussed the importance of the PTA to help cover the printing costs and a potential increase in the 2019-2020 budget to cover additional RISO expenses, but this increase was tabled until the January meeting to give time for discussion with CPS.

D. Caroline Perez proposed a budget amendment for the 2019-2020 budget to pre-book Madtree for the 2021 auction at \$3,600. This would confirm a desired date for the event for two years out. The increase would double up the deposit expense for this year but will go back to only one deposit in upcoming budgets.

- Jacob Morvay moved to amend at a cost of \$3,600.
- Jeff Sucharew seconded the motion.
- Nobody opposed, motion passed.

E. There was a discussion of Parliamentary procedures and a review to make sure we are following procedures appropriately. One item discussed was that minutes needed to be posted to the members following meetings within a reasonable amount of time. The board agreed to address this issue and will present meeting notes to the board. It was also discussed to post the minutes on the Membership toolkit website.

F. New Business:

- 1. Access to website. Jacob Morvay proposed that the Technology Chair and the President are the only ones to have access to the Membership toolkit Suite and then they can designate who can have access.
  - a. Jeff Sucharew Seconded the motion.
  - b. Nobody opposed, motion passed.
- 2. Jacob Morvay announced that the PTA tax return has been filed and that he will register the organization with the Secretary of State.

G. Meeting Adjourned motioned by Chandler and seconded by Jeff Sucharew.