

## 10.1.20 - FOTA Meeting

### **Attending**

Julie Kissell - President

Melanie Blakely - Vice President

Andrea Uhler - Treasurer

Delia Weldge - Instrumental Strand President

Kelly Kulhoff - Member at Large (VA)

Kelly Fletter - Member at Large (VO)

Kiran Heinbach - Member at Large (TH)

Laura Armstrong - Member at Large (TH)

Rick Kalinauskas - VPAA Teacher (IN), VPAA Faculty Liaison

### **Absent**

Dana Bates - Secretary

Ann Bissell - VPAA Coordinator

6:03 PM - Holding for Dana

6:05 PM - Meeting starts (Julie)

Motion to Accept Minutes

Motion by Julie

2nd by Melanie (VP)

Voted by attending = motion accepted as presented

## **VPAA Coordinator's Report**

Ann Bissell (via Rick Kalinauskas)

- Last week Salem welcomed nearly 30 special needs students. Love having the students back with us.
- Had a great virtual turn out for the Open House. Info was sent about joining FOTA from Mrs. Palette. Hoping membership increase will be seen from this.
- We are excited about the 250 freshman joining us face-to-face on 10/8
- We've received updated guidelines/protocols for the performing arts. We will be working within those guidelines to ensure health & safety for students and staff.
- End of the first marking period is Wednesday, 10/7. Can not believe we have already completed the first marking period!

## **Teacher Liaison Report**

Rick - Nothing specific presented from VPAA teachers. Teachers working with their respective strand boards.

## **Treasurer's Report**

(Andrea)

- Apologies, accidently sent last year's end of year report
  - Sent updated via email during meeting
- Will send new report asap
- Julie suggested sharing screen, Andrea is on mobile, unable to share MoneyMinder from phone's screen
- General Funds
- Currently savings balance is \$21,389.19
- Checking balance \$7,523.48 (general funds in the accounts)

- Transfer from PayPal for Membership of \$295.98 (membership less the PayPal fees)
- Expenditure \$300 agreed upon from last meeting for teacher appreciation to support Salem PTSA
- Replacement of check for instrumental from pie sales \$126
- Strand Reports
  - Dance \$6,087.23
  - VA \$11,496.32
  - VO **-\$411.16**
  - IN **-\$3,572.31**
  - TH \$2,349.18
- \$2,500 for reinstatement of 501c3
- Budget may look different from
- Julie brings up deficits to be with topics under old business
  - Andrea brings up some scholarship checks have been returned and could cover

## **Membership Report**

(Melanie)

32 new memberships

- Mrs. Palette's memo helped
- Julie reminds that scholarships only go to FOTA members, can be a push to help join

## **Fundraising**

Dana (absent, via Julie)

- VA strand has purchases pre-approved from last year for resources and materials
- Balance looks large, however it will be used towards these items
- (Julie) Andrea's mention of returned scholarship checks needs to go back into the scholarship funds b/c they are designated that way
- We'll have to figure out how we're going to fill their deficits as we move forward
- Bounced check fees can hurt that strand's fundraising (fees come out of gains)
- (Julie) let's get everything sorted through in MoneyMinder
- (Julie) No separate Fundraising chair
  - Quite a few at large member who might be willing to step-in
- (Melanie) - Photographer at events? *From Dusk to Dawn* is a Academy parent business

## **Old Business**

(Julie)

- Instrumental Strand deficit
  - Need to get correct amount from what was before Mr. K took the position (Fall 2018)
- No Fall picnic, maybe a Zoom meet-n-greet instead?
  - Maybe Mrs. Bissell can send out an Alert Now or invitation to parents
  - Could Melanie host for max Zoom time? (Melanie = No problem)

### **Flower Beds**

- Might need some weeding
- Looking for red flowers to last through winter
- Should we invest in getting this ready for 10/8?

- Email forthcoming subject: "Green Team"

### **Status of 501c3 Reinstatement**

Julie

- Good news - huge chunk ready to go
  - All of the 9-90s should be ready to go from years 2014-2019
  - A big accounting mess that has been solved
- Next chunk is the 10-23
  - Accountant says
    - "Anything we put in 10-23 is considered public record"
      - Anyone who's sent former positions it will be a matter of public record
    - The reason that we are trying to provide all of these credentials and answer to these questions is because the IRS will not grant reinstatement if they can be assured that no one on the board will profit from this organization
    - When they get the packet, someone will look at it all together
    - They're going to examine board members determine to personal gain from being on the board
  - Must locate original signed copies of Bylaws
    - Julie does not have the original signed copy of bylaws
    - Julie does have the original application from 2011 when they initially applied for 501c3
    - Inside original app has an approved Conflict of Interest policy, accountant says we can use that
  - If we decide to adopt a different Conflict of Interest Policy, new board has to sign it.
    - Julie recommends using old
    - Has it scanned, will send out
  - Julie sending out form for Executive Board to verify they're parents of VPAA students and not gaining anything personally from their positions

### **Strand Budgets**

Andrea (via Julie)

- Hoping strands will have budgets ready for October
- Strands not ready, please something in the works so that we have something to vote on
  - Budgets can always be amended

### **Opening up Questions**

Laura Armstrong - Last year poor communication about what's happening academy-wide. As a parent, she would have encouraged her daughter to attend other strands events and attend herself.

- Julie Was putting this in place last year. "Our struggle to get info out to each strand is real." The idea is that we have a rep from every strand on this executive board so that we can find out about other strands happenings. Hoping at-large members can be liaisons between the strands.

### **Now a way for checks to be left at the school**

- Leave in an envelope, labeled "FOTA" to be placed in the FOTA mailbox in the office
- Mrs. Bissell will notify Julie when there's mail to come retrieve

### **Need to update Bylaws**

- Need to form committee
- Julie sent out email asking if anyone wants to be a part of this

- No replies

### **Volunteer Hours**

- At the end of the year we are asked to produce volunteer hours by VB and submit
  - It's very difficult to reproduce your hours if you haven't been proactive and have to think back
  - Put in a calendar or Google Form
  - Everyone should be logging their hours
  - Board meetings = 2 Hours

**Meeting adjourned 7:26 PM**