

CARSON HIGH SCHOOL PTA

Meeting Minutes

Monday, July 20th, 2020 at 5:30 PM

1. **CALL TO ORDER** –Leticia Servin, President of the CHS PTA, called a regular meeting of the general assembly to order at **5:32 PM** via **Zoom** online video conference application.
2. **ROLL CALL & WELCOME – Members in attendance:** Leticia Servin, Rick Frewert, Marybeth Grant, Don Carine and Scot Duncan.
3. **MINUTES & CORRESPONDENCE** – Minutes from the meeting on Monday, June 1st, 2020 were presented by Scot Duncan, Secretary of the CHS PTA. *Rick moved to approve the minutes as presented, and the motion passed.* Scot presented a resolution titled “Certification of 2020 – 2021 Officers and Club Information Update.” This document is needed to update our bank about the current leadership and contacts. *Don moved to approve the resolution titled “Certification of 2020 – 2021 Officers and Club Information Update” as presented, and the motion passed.*
4. **EXECUTIVE & COMMITTEE REPORTS**
 - a. **Principal’s Report** – Bob Chambers, Principal of CHS, was not in attendance and there was no report.
 - b. **President’s Report** – Leticia Servin, President of the CHS PTA, welcomed the new 2020-2021 PTA Board members and encouraged them to complete the online officer training/certification.
 - c. **Treasurer’s Report** – Scot Duncan, Treasurer of the CHS PTA, presented the June 2020 Treasurer’s Report. In June 2020, the beginning balance was \$9,701.19 and the ending balance was \$9,734.76. Scot also noted there are two uncleared transactions (checks) from the Art Reflections awards. Scot also noted that Leticia, Rick and Scot (and possibly Wendy) need to meet at the bank to update the PTA’s signatory card on file. *Patty moved to approve the June 2020 report as presented, and the motion passed.*
 - d. **Membership Report** –Patty Bean, Chair of the Membership Committee, noted there was nothing to report.
 - e. **Art Reflections Report** –Wendy Tims, Chair of the Art Reflections Committee, noted there was nothing to report.
 - f. **College Life Report** – Leticia Servin, Chair of the College Life Committee, noted there was nothing to report.
5. **OLD BUSINESS**
 - a. **Bank & Website Update** – Leticia noted that the bank account information and website information needs to be updated. Signatories on the bank account will be as noted in the Treasurer’s Report. Scot will set up access to edit the website for Marybeth..

6. **NEW BUSINESS**

- a. **Day & Time of Meetings** – Leticia asked for feedback on the day and time of future PTA meetings. It was agreed that the second Monday of the month at 5:30 PM generally was a good time.
- b. **Summer Leadership Training** – Leticia noted that, even though the state and national PTA conventions were cancelled, there was still online training available for officers.
- c. **Sources of Information** – Leticia noted that the Nevada PTA website and the national PTA websites are excellent sources of information.
- d. **School Board Meetings** – Leticia encouraged PTA members to attend Carson City School District Board meetings. She noted they are available online via the district website. Don (a school board member) encouraged PTA members to read the COVID-19 adaptation proposal and submit questions/comments.

7. **ANNOUNCEMENTS**

- a. **Next Meeting** – Monday, September 14th, 2020 at 5:30 PM

8. **ADJOURNMENT** – Leticia adjourned the meeting at **6:00 PM**.

Submitted by Scot Duncan, Secretary, CHS PTA