



Business Meeting Agenda

November 19, 2014

I. Call to Order

II. Organization/Business Issues

- A. Review and Approval of June and September 2014 minutes
- B. Election of new Treasurer
- C. Bake Sale update & Treasurer's report
- D. Annual membership/donation letter sent to families
- E. Fundraising activities for 2014-2015

III. Close Meeting



Business Meeting Minutes

June 11, 2014

- I. Call to Order

Nancy Sherburne called the meeting to order at 9:00 p.m. The following Friends of AB SpEd PAC, Ltd. Board members attended the meeting: Nancy Sherburne, Bill Guthlein, and Blossom Davies. Seven other parents and community members also attended the meeting.
- II. Organizational/Business Issues
 - A. Approval of May 2014 minutes – A motion was made and seconded to approve the May 2014 meeting minutes as written. The motion passed unanimously.
 - B. Proposed By-Law Change to Reflect PreK-12 Regionalization - A motion was made, seconded and unanimously approved to remove all references to “Acton Public Schools” from the Friends’ By-Laws to reflect the school district’s PreK-12 regionalization with Boxborough and to update the Amended date of the By-Laws to June 11, 2014.
 - C. Election of New Officers - Nominations were requested for officer positions. The following slate of officers was proposed – Executive Director, Nancy Sherburne; President, Bill Guthlein; Secretary, Blossom Davies; Treasurer, Julie Towell. A motion was made and seconded to approve this slate of officers for the next two-year term. The motion passed unanimously. Congratulations to our new officers!
 - D. Fundraising plans - Jeanne Hobbie offered to check into a chamber music concert for the fall. Nancy Sherburne offered to look into having Scott Lukas give a talk during at which we could take donations and run a bake sale.
- III. Adjournment – the meeting adjourned at 9:25 pm.
- IV. Next Meeting – This is the last meeting of the school year. Friends of AB SpEd PAC Meetings will recommence in September of 2014.

Respectfully submitted by Blossom Davies, Secretary



Business Meeting Minutes

September 24, 2014

- I. Call to Order
Nancy Sherburne called the meeting to order at 9:00 pm. The following Friends of AB SpEd PAC, Ltd. Board members attended the meeting: Bill Guthlein, Blossom Davies and Nancy Sherburne. Fourteen other parents and community members attended the meeting.
- II. Organizational/Business Issues
 - A. Review and approve minutes - The minutes for the June 2014 Friends meeting will be reviewed at the next meeting.
 - B. Treasurer's Report - Nancy shared that the organization's bank balance is currently \$4,279.66. Last year membership dues were set at \$10. Membership in the organization allows individuals to vote on all business that comes before the organization, including how money is spent in support of AB SpEd PAC goals and initiatives. In the past dues have been used to help bring in high quality speakers/workshops for parents and educators as well as fund social gatherings and activities for families of students with special needs. A motion was made to set the 2014-15 annual dues at \$10. The motion was seconded and passed unanimously.
 - C. New fundraising opportunities - Ideas generated for fundraisers included: potluck socials, concert, art sale (cards or calendars), bakesales at local events such as election polling places. Carolyn Sprague to call Town Hall regarding permission needed to conduct bake sale during Nov. 3rd elections.
 - D. New Treasurer - We are currently looking for someone to fill the position of Treasurer for the organization. Julie Towell had been elected previously but resigned from the position concerned that it might constitute a conflict of interest given that she is currently a district employee.
- III. Adjournment – the meeting was adjourned at 9:18 pm.
- IV. Next Meeting – November 19, 2014 following the AB SpEd PAC Meeting.

Respectfully submitted by Blossom Davies, Secretary