



Business Meeting Minutes

May 27, 2015

- I. Call to Order
Nancy Sherburne called the meeting to order at 9:10 pm. The following Friend's Board members attended the meeting: Nancy Sherburne, Bill Guthlein and Will Barker. Six other parents and community members attended the meeting.
- II. Organizational/Business Issues
 - A. Review and approve minutes – The minutes for the March 25, 2015 Friends meeting were reviewed. A motion was made to accept the minutes as written and approved unanimously.
 - B. Treasurer's Report – Will Barker shared the Treasurer's report. The organization's current bank balance is \$4,269.68. Recent activity included payments for 2 years of web hosting services and the recent purchase of AB SpEd PAC magnets and banner.
 - C. Establishing formal process for Teacher Awards – A draft of the new policy "Nomination Process for Teacher Awards" was reviewed and discussed by meeting attendees. Redline changes were proposed to broaden the group of potential award recipients from just teachers to all individuals working with students with special needs. Action item: Nancy Sherburne was tasked with revising the policy.
 - D. Need for Liability Insurance – Following PAC leaders participation in the Federation's A.P.P.L.E. Institute, it was learned that the organization and/or its officers should carry liability insurance to protect against legal actions taken against the organization or individual officers during their terms of duty. Action Item: Will Barker volunteered to research this topic further and bring recommendations back to the group at our next meeting.
 - E. Bake Sale for Bostic Presentation – Given concerns regarding liability insurance, we decided only to sell water at Jeff Bostic's June 2nd presentation and not expand to include a bake sale.
- III. Adjournment – the meeting was adjourned at 9:30 pm.
- IV. Next Meeting – Unscheduled at this time.

Respectfully submitted by Nancy Sherburne, Executive Director