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**Board of Managers Meeting Minutes  
Eastern Suffolk BOCES Sherwood Center  
Holbrook, New York  
May 7<sup>th</sup> 2018  
Proposed**

The meeting was called to order by Region Director Joan Wabnik at 7:36 pm. There were 28 members in attendance. A quorum was reached. The Pledge of Allegiance was said and notification made of where to exit in case of an emergency.

**Minutes – Karen Steigert** - The minutes of April 16<sup>th</sup> 2018 were presented. Going forward, the minutes will be posted on the Suffolk Region website prior to the BOM meetings.

**Treasurer's Report – Sue Brandes**- Balance brought forward: \$79,218.26 (April 2018) Filed for Audit. The books were reconciled by Maureen Shanley.

**Correspondence- Lisa Rawlinson**- None

**Region Director's Report – Joan Wabnik:**

**Insurance- Renewal Time:** A renewal application for insurance was mailed by AIM Insurance to the unit president's home address. Please follow the instructions and checklist and return all signed forms along with your premium directly to AIM before the June 15<sup>th</sup> 2018 deadline.

**Important Changes in Insurance:**

Your current policy will expire on June 30<sup>th</sup> 2018. The effective date of your new policy will be July 1 OR the date you successfully complete the renewal paperwork and your premium is received, whichever is later. In other words, if you do not complete your renewal application by the deadline, your policy will have a lapse in coverage.

Insurance certificates will be sent in the mail to the unit president as soon as the renewal is complete. This will be the certificate that is provided to the district or shown as proof of insurance.

Policy documents will be emailed to the president and are for your unit records only.

Reminder: The premiums are as follows:

SEPTA- \$100.00 1 Building- \$300.00 each additional building- \$200.00

**Personal Interest Profile:** As we prepare for next year we are asking all Board members to fill out the Personal Interest Profile. This will be in our next mailing and we have copies here tonight. We need to know if you plan to return, would like to keep the same position or perhaps you have an interest in a different position. The Executive Committee meets on June 9<sup>th</sup> and we would like to know who is returning as well as anyone who is interested in another position. Council Presidents please share this information with their boards.

**Officer Contact Information/Form A-** All will be done through MemberHub.

Timeline and Training:

**Week of April 16<sup>th</sup>** – Officers will receive detailed information via email regarding the transition timeline.

**Week of May 1-** Officers will receive details via email on how to log into MemberHub and where to go for more information and training videos.

**Merchant Agreement-** MemberHub will direct you on how to complete this document. This will enable your unit to accept online payments. Also, you will be able to make payments to NYS PTA directly from your account. NYS PTA will NOT be able to take money from your PTA account.

**Adding members for May and June-** You can send State office a spreadsheet and they will enter.

You will no longer have access to the PORTAL as it will no longer be supported by NYS PTA. If you try to sign on it will direct you to MemberHub with instructions to sign on or sign up. As you sign up it will also direct you to file a merchant agreement. There will be instructions for filing a Form A. Joan is asking all officers to file complete information. Name, address, phone and email. If you do not you will receive an email to enter the information.

You should have received an email today (May 7<sup>th</sup> 2018) with log on instructions.

**Traffic Safety Event-** Joan attended the first Traffic Safety Event in East Islip. It went very well. Kids had a ball. There were about 90 registered. The next event is May 8<sup>th</sup> 2018 in West Islip at the Oquenock Elementary School.

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**Officers Reports:**

**Linda Loverde-AD Outreach-** Linda thanked all the new and returning volunteers and told them she appreciated all that they did. There were 14 "Meet the Candidates" scheduled. 6 were cancelled as we weren't needed. We successfully covered 8 MTC nights.

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**Chairmen Reports: Advocacy (Laura Paehr-AD Advocacy)**

**Bylaws- Jackie Wilson-** (report filed)

**Activity for April-May (as of May 5)**

Bylaws approved - 7  
Bylaws in queue - 19  
Awaiting State approval - 0

We have been working on getting the cover sheets for those bylaws currently in the region queue. The bylaws will now be moved to the MemberHub site for the units. However, the bylaws chairs will continue to have access to the portal  
There are some slight changes in the instructions for using the wizard, which are now in place on the NYS website. Please be sure to read the documents before you proceed.

The following units have bylaws that are currently expired and have not yet started the process

360-Great Hollow MS  
552-Shoreham WR HS  
456- Kraemer St Elementary  
551- Center Moriches SEPTA  
511- Bluepoint School  
060- Frank Cannon SE Elementary  
394- Maud S Sherwood  
404- Sayville SEPTA  
449- Medford Avenue  
483- Mattituck- Cutchogue  
496 - Copiague HS  
038- William Rall

**Councils**

020J -Western Suffolk BOCES  
020B - Hauppauge Council

391- Comsewogue SEPTA  
444-Middle Country SEPTA  
460-Frank P Long  
513- Bayport-Bluepoint HS  
529- Western Suffolk BOCES ALC SEPTA  
558- Riverhead SEPTA

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**Health and Wellness- (report filed)** Wendy Natalone  
**Environment-(report filed)** Vicki Algieri  
**Education- (report filed)** Joanne Morelli  
**Family Engagement (report filed)** Karen Wedding-Viola  
**Legislation-(report filed)** Gerry Bringmann  
**Special Education-(report filed)** Gerry Coleman-Odom

**\*Please note that the full reports for Advocacy will be posted on our website\* [www.suffolkpta.org](http://www.suffolkpta.org)**

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**Chairmen Reports (Programs-Denise DeMatteo-AD Programs)**

**Awards- Debbie Lubben** (report filed)

Deadline is approaching for the NYS PTA PARP (Pick a Reading Partner). PARP Award Application is available in January and due to your region director by June 15.

The Leadership Award In Honor of Jane Skrzypek. The purpose of this award is to recognize an outstanding leader in your PTA who, by his or her actions, inspires others to volunteer and assume leadership positions. The award is given in recognition of outstanding PTA volunteerism and leadership. Applications need to be postmarked, not metered, by June 15 to the PTA Region Director. For further information please go to the NYS PTA website.

Just a reminder about the Suffolk Region Alice Willet Award (Leadership in Training). This award is given to individuals that attended 5 region trainings during this year. Please submit your forms with the stamps on them and be recognized at Spring Conference this year at Villa Lombardi's on May 17, 2018 in order to receive your certificate and pin.

If you have any questions regarding any awards, please feel free to contact me at [ottdriver1@optonline.net](mailto:ottdriver1@optonline.net)

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**PTA Store-Lynda Lupoletti-** Will be at New Officers Training.

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**Reflections: Sherry McKittrick (report filed)**

The ceremony was held on April 20<sup>th</sup> 2018 at the West Babylon Jr. High School.  
The ceremony was well attended, with the showcase and light refreshments following.

I would like to thank Denise DeMatteo Laura Paehr, Christine Centrone and Amy McLaughlin for helping to create a wonderful evening.

All Certificates that were not handed out will be mailed by the end of the month.

2018 Reflections Theme is "HEROS AROUND ME" so start thinking of ideas.

Again, I want to thank all the Chairs for the hard work on this year's Reflections.

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**PARP-Debbie Grayer-** Award applications due June 15<sup>th</sup> 2018  
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**Historian Report-** Stephanie Gurin (report filed)

A famous quote by Helen Keller goes like this, "Alone we can do so little; together can we do so much." There are such amazing, selfless people in this room, who do so much for children, youth and their families. We give of ourselves without

asking for anything in return. There comes a time when outstanding people need to be recognized. During the course of the year, Suffolk Region PTA gives out several awards to very deserving people. None of us look for a pat on the back! Here at Suffolk Region PTA, we love giving out awards to deserving people. However, roadblocks can get in the way of this. Believe it or not, the main obstacle faced is NOT knowing who has already received certain awards. For example, one cannot receive the Distinguished Service Award, without initially receiving the Honorary Life Membership. Having your most updated information on file, makes life so much easier for the specific awards committees as they deliberate to recognize our hardworking and deserving Board of Managers Members. The link to the secure google form is:  
<https://goo.gl/forms/8CQwBrAhq4ror9g02>

If anyone has any photographs from Suffolk Region events that took place from June 2017 – present, please email them to me by Friday, May 10th – [stephieg1019@gmail.com](mailto:stephieg1019@gmail.com) so they can be included in our Year in Review Montage. Thank you in advance!!!

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**Registration: Kelly Short (report filed/Maureen Shanley)**

Upcoming Events:

**Spring Conference** May 17<sup>th</sup> 2018

As of 5/6/2018 we have 147 pre-registered representing 37 units.  
Last year we had 201 in total attendance.

**\*UPDATE-As of May 7<sup>th</sup> 2018 BOM meeting Kelly reported that the units were calling and as of today there are 195 pre-registered with 53 units represented\***

**New Officers Training** Thursday May 31<sup>st</sup> at East Islip MS 7:30 pm  
Pre-registration deadline is May 24<sup>th</sup> 2018.

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**Executive Assignee Reports-**

**Susan Lipman- N-SSBA** (report filed) Attended April 19<sup>th</sup> meeting. No budgets or boards represented at N-SSBA, will pierce the cap.

N-SSBA board member Michael Jaime appointed Diversity Coordinator for NYS PTA. He is also NYS Black Caucus President, President of Elmont BOE, VP of Sewanhake BOE, Northeast Region Director of National Black Council of School Board Members.

Issue of calculation of the 990 hours vs. 180 days.

Annual Dinner is May 30<sup>th</sup> 2018 at Woodbury Country Club. Tim Kremer, Executive Director of NYSSBA is the speaker.  
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**Cathy Romano-LIEC**

Roger Tilles spoke about regents if they were to take place if school districts were to go to the 990 hours vs 180 days.

Key issue: People have good intentions.

Board of Regents has adopted a Mental Health Initiative.

If anyone would like more info, please go to the State website to check out what is going on.

REFIT- Struggling with the tax cap.

Education-Lengthy discussion  
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**Committee Reports:**

**Spring Conference-** Maureen Shanley-Chairperson/Lori Fontana-Business Manager (report filed) May 17<sup>th</sup> 2018 @ Villa Lombardi's

2 Sponsors  
47 Vendors for a total of 66 tables in all. We are completely sold out!  
28 Vendor give-aways.  
Total deposit to date for vendors tables: \$8,815.00

\*Joan-We will extend the deadline to May 10<sup>th</sup> 2018. Please contact Kelly Short-Registrar if you plan on attending\*

**New Officer's Training**-Maureen Meier-Chairperson May 31<sup>st</sup> @ East Islip MS- Park on west side /ECC

**Suffolk-By-The-Sea**- Laura Paehr-Chairperson- July 14<sup>th</sup> 2018. Mailing will be going out shortly. Work sessions are being identified and finalized. There are 28 workshops.

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**Unfinished Business/Discussion Q&A:**

**Discussion:** On the ballot in Connetquot for Super Tuesday Vote people will have the opportunity to vote to have the Administration Building being renamed to honor Helen R. Maloney.

**Discussion:** Unit had an event off school grounds which had alcohol. AIM Insurance says its ok but unit would have to purchase an additional rider.

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**New Business:**

Summer Leadership Conference                      Union College July 21<sup>st</sup>-22<sup>nd</sup> 2018  
PARP Award due June 15<sup>th</sup> to RD  
Gazzola Fellowship Award Applications available online at [www.nyspta.org](http://www.nyspta.org)  
Jane Skryzpek Award due to RD by June 15<sup>th</sup> 2018

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**Reminders and Announcements:**

**REMEMBER TO VOTE!!**

Spring Conference	May 17 <sup>th</sup> 2018	Villa Lombardi's
New Officers Training	May 31 <sup>st</sup> 2018	East Islip MS
Board of Managers Mtg	June 11 <sup>th</sup> 2018	Hines Center
Suffolk-By-The-Sea	July 14 <sup>th</sup> 2018	Melville Marriott

**Meeting Adjourned at 9:23 pm**

**Karen Steigert**  
**Suffolk Region PTA Recording Secretary**  
**Approved as presented/corrected** \_\_\_\_\_ **Date** \_\_\_\_\_