



# MEETING AGENDA

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Jeffrey Trail Middle School PTSA

September 23, 2020 | 6:00 pm | Video Conference Meeting via Zoom

**Board members:**

MaryAnne Wendt, President | Amme Medvitz, Secretary | Mimi Chen, Treasurer | Michael Lee, VP Membership  
MaryJane Rin, VP Fundraising | Michael Lee, Auditor | Dolly Malani, Historian | Jane Wood, Parliamentarian

I.	Call to Order	MaryAnne Wendt	6:00 PM
II.	Reading and Approval of Minutes	Amme Medvitz	6:35 PM
III.	JTMS Update	Michael Georgino – Principal Ms. Jong & Ms. Di Francesco – ASB Advisors ASB Student Representative	6:40 PM
IV.	President’s Report	MaryAnne Wendt	6:55 PM
V.	Financial Reports		
	a. Treasure’s Report	Mimi Chen	7:05 PM
	b. Financial Secretary Report		
	c. Audit	Michael Villanueava	
VI.	Executive Board Reports		7:15 PM
	a. Membership	Michael Lee	
	b. Programs		
	c. Fundraising	MaryJane Rin	
	d. Historian	Dolly Malani	
	e. Parliamentarian	Jane Wood	
VII.	Old Business		7:30 PM
VIII.	New Business		
IX.	Adjournment		7:45 PM

\*\*\* Next General Association Meeting: Wednesday, November 24th at 6:00 on Zoom

Intro to Motions:

1. Reports or items for vote will be presented, and then request for motion
2. Board member will state, I move that we (reduce budget, approve report, etc)
3. A “second” from another board member
4. Open for discussion
5. Re-state the motion for vote
6. All in favor say “Aye”, and those opposed say “Nay”
7. The Parliamentarian will count the vote and states “The Ayes have it, motion carries,” or “The Nays have it, motion fails”