

**MINUTES OF THE UNIVERSITY OF NORTH GEORGIA
PARENTS AND FAMILY ASSOCIATION
UNG PFA**

HELD VIA TELECONFERENCE
December 8, 2014

PRESENT

Darcy Hayes (UNG liaison)
Christy Barge (President)
Pete Mistr (Vice President)
Chris Steinhardt (Treasurer)
Craig Allen (Representative At-large)
Nan Waters (Parliamentarian)
Debra Tyson (Non-Cadet Parent Representative)
Julie Walton Shaver (Cadet Parent Representative)
Rebecca Lore (Secretary)
Michelle McGaughey (Representative At-large)
Kelly Dyar (At-Large Council Member)
Beth Nunn (At-Large Council Member)
Lisa Blaylock (At-Large Council Member)

CALL TO ORDER

The University of North Georgia Parents and Family Association Council (PFA) met on Monday, December 8, 2014, via teleconference. Roll was taken, and a quorum was present. PFA President, Christy Barge, called the meeting to order at approximately 7:00PM.

OLD BUSINESS

- I. **President's Report:** Christy Barge
 - a. Open House and National Leadership Challenge: Successful events, signing up at least 3 new members to the PFA, and greeting upwards of 130 families.
 - b. Fundraising: We continue to do a great job, and are getting the word out to students and faculty that funds are available to assist them. Awards committee will be discussing additional guidelines on Facebook that will clarify the process of requesting assistance and encourage groups to start their own fundraising.
 - c. Membership/PFA forms: Old PFA membership brochures need to be discarded and new ones created.

- II. **VP's Report:** Pete Mistr
 - a. Awards committee received a request for funding from the PanHellenic Council, and suggests funding 50% up to \$350. Verbal vote was taken and tallied at 7:09, majority in favor of committee's suggestion, funding approved.

III. Treasurer's Report: Chris Steinhardt

- a. Thanks to Pete Mistr, 2013-14 final balance has been recorded in the Association minutes of October 2014 as \$8,039. Darcy Hayes provided activity report for June- October, showing an additional \$6,400 from combined clothing sales, Goldrush, parent luncheon and membership dues. Will post financial reports pending receipt of final invoices.
- b. Suggested we encourage fiscal responsibility and fundraising guidance to groups seeking funding so they can self-contribute.

IV. Parliamentarian's Report: Nan Waters

- a. Our online voting and bylaws are in line with Robert's Rules of Order.
- b. Nan, Kathleen Waters and Melinda Mistr have been talking with Jeremy Rousseau, a PFA supporter and owner of the Chestatee Garden Tavern. Mr. Rousseau has offered use of a locked basement approximately 1 mile from campus for PFA storage free of charge. A key will be provided to PFA for access as needed.

V. Secretary's Report: Rebecca Lore

- a. Minutes from last meeting:
Nov 3rd minutes were approved, and have been posted on the PFA website.
- b. Facebook Voting:
Facebook voting procedure was approved by the PFA council on Nov 17th, and can be reviewed on the Facebook page.
For: PMistr, Callen, RLore, JGorell, ENunn
Against: JShaver, MMcGaughey, KDyar, DTyson

ONGOING BUSINESS

I. Fundraisers:

- a. Sweatshirt/T-shirt Orders – Michelle McHugh McGaughey
Order sheets will be available at PFA events, allowing for advance orders for unavailable sizes with clear notice that a minimum quantity must be reached before an order can be placed.
- b. Sweatshirt/T-shirt Sales - Michelle McHugh McGaughey
Online & NLC Challenge Nov 16th sales have been very successful. We sold 47 items at NLC, and to date, 110 on-line orders have been filled.
- c. Due to the success of the hoodies and short sleeve t-shirt sales, members approved ordering an additional 50 of each item for future sales. Order will be mailed to Michelle McHugh McGaughey.

- d. Suggestions for future fundraisers wanted. Please share your ideas on Facebook.
- II. **Committees:** (A roster of who is on each committee has been posted on FB)

Updates:

a. **Finance Committee:** Chris Steinhardt

b. **Awards Committee:** Pete Mistr

- 1) Darcy Hayes met with UNG directors and Student Affairs to assure they know funds are available for assistance, and they can access the request forms online.
- 2) Cadet command is finalizing the specifics regarding their approved request for a new cannon cover and will submit it shortly.
- 3) Will be getting request for funding from Career Services for an Etiquette Dinner, and UNG Choirs (cadet and non-cadet).

c. **Hospitality Committee:** Pete Mistr

Starting negotiations with UNG Basketball regarding discounted tickets, and determining which games have highest attendance.

d. **Cadet Life Committee:** Julie Walton Shaver

Excerpts were read from the December 2014 report posted in the Council's Facebook group and available to any PFA member upon request. Email ung.cadet.parents@gmail.com for a copy. Up to date information from cadet command is being posted and we will continue to keep parents updated. Great turn out of volunteers for our activities so far, airport rides coordinated, and so much more.

e. **Communications Committee:** Rebecca Lore

- 1) Membership renewal email: The committee is working on a renewal email that will spotlight our accomplishments and inspire continued membership. Check out the PFA Facebook page "What Can We Do For You" created by Julie Walton Shaver for an example of the strides we have made.
- 2) Update on obtaining mailing addresses: Darcy Hayes is working with the new UNG Registrar to obtain email addresses for both current as well as upcoming student parents.
- 3) Non-Cadet Facebook Page: Beth Nunn volunteered to host the greatly needed Facebook page for non-cadet parents. Julie Walton Shaver has agreed to initiate/format the page.

f. **Nominations and Elections Committee:** Nanette Waters

- g. Provisional By-Laws Ad-Hoc Committee:** Nanette Waters
The committee will address finalizing/polishing the bylaws after January 1st.

NEW BUSINESS

I. Upcoming Events:

- a. Jan 3 :** Orientation
- b. Jan 10:** New cadet parent gathering in Dahlonaga
We will be discussing on Facebook venues/activities such as hosting a coffee for this event in the Council's Facebook group.
- c. Jan 11:** FROG and NCOA graduations
Darcy advised that 79 students are slated for FROG week. PFA will coordinate volunteers via Facebook to sell hoodies and t-shirts at this event.
- d. Jan 16:** Sorority Rush week starts
Christy Barge has offered to take pictures.
- e. Jan 31:** UNG Basketball games
We will discuss on Facebook having a possible PFA presence outside the well-attended games to show our support to students. It was suggested that we consider providing a spirit item (to be determined), and a raffle. Pete Mistr will coordinate with UNG about approval.
- f. Feb 13:** Sweetheart Review
Christy Barge has offered to take pictures.

II. Future Projects/Ideas:

- a. PFA Storage:** Will discuss on Facebook best location of access key, starting a clipboard/inventory for signing items in and out of the basement, and when to bring in PFA items you have for centralized storage. Pete Mistr has a current inventory list of PFA owned items.
- b. PFA Introduction:** Christy Barge will be coordinating with Darcy Hayes to meet with UNG Administration, introducing the PFA mission and ways we can support the university.

- III. Next Meeting:** The next meeting will be held January 12, 2015, via teleconference at 7PM. Instructions for logging in to teleconference will be posted later.

Meeting Adjourned at 8:05PM