

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

UNG PFA

DISCUSSIONS HELD VIA FACEBOOK

December 2015 – January 2016

PRESENT

Darcy Hayes (UNG Liaison)

Pete Mistr (President)

Rebecca Lore (Vice President)

Michelle McGaughey (Treasurer)

Scott Stump (Executive Secretary)

John Greaves (Parliamentarian/Recording Secretary)

Julie Walton Shaver (Cadet Parent Representative)

Lisa Davis (Non-Cadet Parent Representative)

Marc Frost (Non-Cadet At-Large Council Member)

Cathrine O'Donnell Greenberg (Cadet At-Large Council Member)

Kelly Dyar (Cadet At-Large Council Member)

Cresta Davis (Cadet At-Large Council Member)

Sarah Adams (Non-Cadet Student Representative)

The University of North Georgia Parents and Family Association Council (PFA) discussed current affairs via the council Facebook page during the months of December 2015- January 2016.

OLD BUSINESS

I. **Secretary's Report:** Scott Stump

a. Minutes from November 2015 :

Minutes were approved unanimously as posted on the PFA website.

II. **President's Report:** Pete Mistr, President

III. **VP's Report:** Rebecca Lore

- a. Committee reports have been presented via the Facebook page for our review. Comments regarding these reports were asked for, and are listed under the individual committee section in these minutes. Motion to accept the reports was made and carried. Vote was taken and tallied, all committee reports were acceptance.

Committee Reports: *(Posted on Facebook for review PRIOR to meeting)*

a. **Finance Committee:** Michelle McGaughey

Red items are community service items

Orange items are November entries

Beginning Balance	July 1 2015	10,895.03
Income		
Memberships	13,825.00	
T-shirt Sales		
FROG	2,640.00	
Donations	2.00	
Family Day	870.00	
Family Day C/C	200.00	
Gold Rush	1,307.80	
Gold Rush C/C	80.00	

Misc?	20.00
January NCOA	
Fall NLC Sales	
Fall NLC Sales C/C	540.00
Alumni Sales	
NSO Sales	
On-line sales	120.00
Honor Boodle	120.00
Honor Boodle	45.00
Mail Order Sales Oct	130.00
Credit Card Fees	(260.78)
Total Income	19,639.02
Expenses	
Gold Rush Supplies	
FROG 15 Shirts	1,138.00
PFA shirts	551.00
Move-in	66.59
Cadet Hoodies	1,823.00
Long Sleeves # 1	1,367.00

UNG Ornaments	0.00
Commissioning Aug	123.07
Office Supplies	88.47
Postage	38.58
Postage Nov	23.13
Tent	223.11
Receipt book (Oct)	7.96
Tablecloths	62.94
Gold Rush Supplies	166.40
Maj Jeanrette donation	300.00
Cadet Polos	966.54
Non Cadet Polos	966.54
Honor Company Boodle	376.11
Corps Ornaments	864.99
Total Expenses	9,153.43

Ending Bal	November 30,2015	
		21,380.62
		climbing \$
		harnesses 19,760.62
		1,620.00
November Pending activity		

Invoice Outstanding :

Popcorn Machine	(1,079.21)
Cannon Cover Estimated (updated)	(2,820.00)
NLC Supplies (fall)	(76.27)
Long Sleeves 2	(964.50)
Postage Nov submittal	(60.72)
Postage Dec submittal	(265.00)
Ballroom club award	(150.00)
Dec Commissioning	(142.67)
May Commissioning	(500.00)
Cheerleading uniforms	(3,020.00)
Veterans Lounge Refrigerator	(220.53)
Total	(9,298.90)

Income Outstanding :

Honor Company Boodle	115.00
Mail Order sales Nov Submittal	1,211.00
NLC Sales (w/o CC)	730.00
Mail order sales Dec	1,347.94
NSO Dec 5th	425.00

Spring Frog PFA membership	25.00
Spring FROG CC Sales	675.00
Spring FROG Sales	410.00
Total	4,938.94
Estimated Cash as of Dec 31st 2015	17,020.66
Cash per Foundation report	19,760.62
Climbing Harnesses Recorded twice	1,620.00
Items expensed by Foundation but not yet recorded	
	to cash:
Our Balance	\$ 17,020.66
(Foundation Balance, plus outstanding deposits, outstanding expenses, and double recording of harnesses)	

b. **Awards Committee:** Pete Mistr

The Awards Committee has approved the following requests for November and December, for a total of \$6,490.

1. Ballroom Dance Club. The Award was approved for \$150.00 and moved to the full Council and also approved.
2. UNG Nighthawk Cheerleaders. The Award was approved for \$3,020.00 and moved to the full Council and also approved.
3. Honors Award Reception. The Award was approved for \$500.00 and moved the full Council and also approved.
4. Cannon Cover. The cannon cover request was updated to the \$2,820 amount and reapproved by the full Council.

c. **Hospitality Committee:** Pete Mistr

Karen Ponder, Rebecca Lore, and Pete Mistr hosted the commissioning reception on December 11. Food and drinks were provided and a commemorative card presented to the families of each new 2nd Lt.

Rebecca Lore, Michelle McGaughey, Melinda Mistr and Pete Mistr represented the PFA at December 5th NSO.

We hosted a luncheon at ElJimador after the December 5th NSO.

We will be hosting a reception at the March Military Awards night and at the commissioning on May 6th and 7th.

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

- **MARKETING** — MLC approved t-shirt/hoodie flyers for posting on dayroom bulletin boards but we are pretty sure the flyers were not posted. Goal going forward is to work with a cadet liaison to ensure our marketing efforts are not wasted.

- SPRING 2016 CALENDAR — Chief Wyrick is a great help to us, having provided detailed info for our Spring 2016 Corps Parent Calendar, now posted in the Cadet Parents Facebook Group.
- DECEMBER COMMISSIONING RECEPTION — With the Hospitality Committee, we hosted a reception after 14 cadets were commissioned in December with the hope of building networks for "graduating parents," continuing to support our military families when their sons and daughters transition into deployments and long-term training assignments. As a military school, these networks demonstrate our support for the men and women who defend our country. Special thanks to Karen Ponder for her skills in organizing and creating a beautiful space for parents to celebrate together.
- NLC PICKUP — We posted 50+ Tweets that demonstrate the varied activities of our cadets, and hosted a hospitality table at NLC pickup to answer questions and greet parents of prospective cadets. In addition, we provided lunch for cadet cadre, along with tags that invite cadets to send info about the cadet parent network to their parents if they're not already involved.
- SPRING 2016 FROG Week — Special thanks to Jan and Ron Bane for hosting a cadet parent dinner prior to Frog Graduation, and special thanks to Michelle McGaughey and Pete Mistr for organizing a hospitality table and t-shirt sales. Providing coffee at these events is a great way to network with parents and staff.

ON-GOING BUSINESS

FUNDRAISING/PUBLIC RELATIONS/MARKETING

- SALES — "Corps of Cadets" hoodies and "Boar's Head Brigade" long sleeve t-shirts are available online, thanks to our PFA Quartermaster, Michelle! **To inquire about ordering from PFA inventory, send an email to pfaorders@yahoo.com.** The committee will begin thinking about designs and items for the Fall FROG/Nov NCL/Christmas 2016 season.

Ideas? Please share! Because the Council has big plans to raise money for scholarships!

COMMUNICATIONS

- NGCP DIGEST — Two editions of NGCP Digest have been emailed since our last committee report. The number of opt-in subscribers increased to 218 from 190. The email is sent about every two weeks. **If you signed up but are not receiving the email please let us know so we can troubleshoot the email delivery problem.**
- CADET ADMISSIONS — We contacted Tony Moss, Cadet Admissions Director, about including cadet parents network info on the cadet admissions website. We will continue to lobby for those changes to be made prior to summer NSOs so we can reach out to parents of the Fall 2016 Frog Class.

HOSPITALITY

- SWEETHEART REVIEW and HOMECOMING — Mark calendars for weekend of 12-13 February. This is a closed weekend for the Corps and we are encouraging parents to see cadets in dress blues at the Review and experience Corps spirit at the basketball games.
- APRIL NLC — NLC pickup for spring semester is 10 April. If you would like to volunteer, we will be meeting and greeting parents of prospective cadets, and will organize a hospitality table with treats and refreshments, and will be selling shirts.
- ALUMNI WEEKEND — 22-24 April. We will be sending info about cadet parent gatherings during Alumni Weekend to the Alumni Relations office for publication in their Alumni Weekend brochures.

NEW BUSINESS

- HONOR COMPANY BOODLE — We are waiting to hear which company is named Honor Company for Spring 2016 so we can plan a party for the company.

- RIDE-SHARING FOR SPRING BREAK — Info will be posted soon about ride-sharing for the Spring Break exodus. Break begins after classes Friday, 11 March. Cadets will return to campus Sunday, 20 March.
- OPEN HOUSE — 26 March. Will we staff this event?
- MILITARY AWARDS CEREMONY — 29 March. We will propose hosting a reception and will need volunteers.
- HOW TO GET THE WORD OUT — We still think that the cadet parent network is only being accessed by about 35 to 40% of active corps members' families. How can we reach the people who will most benefit from our connection and camaraderie?
- MAY COMMISSIONING — 6-7 May. We will propose hosting commissioning receptions with Hospitality Committee.

e. **Communications Committee:** Scott Stump

- In December, the Communications Committee (with the aid of Chief Wyrick) posted a list of upcoming important dates. These consisted mostly of activities surrounding the January FROG class and NCOA that took place recently. The Cadet Facebook page was very active with questions and answers about FROG week activities. A very successful parent meet and greet was held, with the hosts receiving numerous compliments. Thanks Jan and Ron and all those that showed up in support. Many great pictures and videos were shared via the Cadet Parent FB page.
- The upcoming Homecoming Raffle being held at the February 13th basketball game has been well publicized on all the UNG Parent and PFA Facebook pages and the baskets are in the works.
- On the North Georgia Cadet Parent FB page, information was provided for the Summer Language Institute program with a link for those interested to learn more.
- The PFA continued to support parents and cadets that needed transportation to/from campus and the airport.

- On the non-cadet side of things, there have been questions about Fraternity and Sorority Rush centered on dates and cost of rushing. Also some good FB posts on the UNG Parent FB page about housing opportunities, hoover boards being banned, FAFSA questions, and several others.
- UNG Basketball can now be streamed live!
- I also want to make sure everyone is aware that the Communications Committee is still in need of anyone wanting to help with the vetting of new members to our numerous closed Facebook groups. The process of vetting takes time and involves several steps. We take our members privacy VERY seriously and do not want to make any mistakes regarding who we allow access to. So, if you want to help with the process, please let Julie know and we will put you to work.

f. **Nominations and Elections Committee:** John Greaves

NO activity to report for the December 2015 – January 2016 timeframe.

IV. **Parliamentarian's Report:** John Greaves

(Refer to Committee Reports for Nominations & Elections)

V. **Treasurer's Report:** Michelle McGaughey

(Refer to Finance Committee Report)

I. **Next Meeting:**

- a. The next council meeting will occur in February, date to be posted on the Facebook page.

John Greaves, Secretary

The University of North Georgia Parents and Family Association