

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

HELD VIA TELECONFERENCE

November 3, 2014

PRESENT

Alyson Paul (UNG staff representative until Darcy Hayes arrived)
Darcy Hayes (UNG liaison)
Asa Anderson (Cadet student representative)
Sarah Adams (Noncadet student representative)
Chris Steinhardt (Treasurer)
Christy Barge (President)
Craig Allen (Representative At-large)
Pete Mistr (Vice President)
Nan Waters (Parliamentarian)
Debra Tyson (Non-Cadet Parent Representative)
Julie Walton Shaver (Cadet Parent Representative)
Rebecca Lore (Representative At-large)
Michelle McGaughey (Representative At-large)
Kelly Dyar (Joined after voting)
Lisa Blaylock (Joined after voting)
Beth Nunn (Joined after voting)

CALL TO ORDER

The University of North Georgia Parents and Family Association Council (PFA) met on Tuesday, November 3, 2014, via teleconference. Roll was taken, and a quorum was present. PFA President, Christy Barge, called the meeting to order at approximately 7:00PM.

REPORTS

1. Nominations & Elections Report: Nan Waters

Council resignations:

- a. Bruce Edwards — At-Large Council member
- b. Christy Kemp — Secretary

Elections for open positions: Those who are running and not already on the board were invited to be on standby to join the meeting if elected. Council members had the opportunity to view the candidates' biographies via the Council FB page. A verbal vote was taken and tallied at 7:11PM.

New Elects:

Rebecca Lore, Suwanee, GA	Secretary
Lisa Blaylock, Mesa, AZ	At-Large Council Member
Kelly Dyar, Douglasville, GA	At-Large Council Member
Beth Nunn, Cullman, AL	At-Large Council Member

2. President's Report: Christy Barge

- a. Public Relations: Christy Barge participated in a radio interview on Thunder WDZR 103FM with Dr. John Raber describing the PFA mission. Interview will repeat.
- b. Acknowledgement: Thank you to our student representatives Asa & Sarah.
- c. Open communication: The PFA Council FB group has been operating successfully for a month. Expectation is to check for new posts every couple of days and to include the proper people on all email messages concerning the PFA.
- d. Finances: UNG has ultimate control of finances and reports.
- e. Fundraising: Great job so far, will continue with fundraising efforts. Goal is to get the word out that awards are available, and how assistance can be requested from the PFA.
- f. Mission: Being a help to all students and the school itself.
- g. Payment options: Accepting credit cards through a personal credit card reader until the PFA can set up its own credit card method is not recommended due to personal liability.
- h. Status of ornaments: Still trying to find when will be delivered.

3. VP's Report: Pete Mistr

- a. Reviewed newly-created forms and Standard Operating Procedure (SOP) lists for committees. Pete will coordinate with UNG's Edie Rodgers for mass mailing.
- b. Motion made by Christy Barge to accept SOPs and newly created forms for committees. The motion passed, with Julie Shaver noting that the most recent versions of forms were available on the committees page of the PFA website.

4. Treasurer's Report: Chris Steinhardt

- a. Still awaiting detailed financial report from UNG. Approximately \$9,700 in funds available. Chris will create an itemized spreadsheet to be made available monthly for review.

5. Parliamentarian's Report: Nan Waters

- a. Gold Rush was a success. Pete Mistr has already signed the PFA up to have a tent for Gold Rush next year.

6. Student Representatives:

- a. Asa Anderson advised that the Corps of Cadets has finalized color/design of main cannon cover that the PFA previously approved funding. They will submit finalized request on appropriate form.

ONGOING BUSINESS

1. Committees:

- b. Current listing of all committees with reports:

- i. Finance Committee: Chris Steinhardt
 - ii. Awards Committee: Pete Mistr
 - iii. Hospitality Committee: Pete Mistr
 - iv. Cadet Life Committee: Julie Walton Shaver
(Report submitted via Council FB group)
 - v. Communications Committee: Pete Mistr/Rebecca Lore
(Report submitted via Council FB group)
 - vi. Nominations and Elections Committee: Nanette Waters
 - vii. Provisional By-Laws Ad-Hoc Committee: Nanette Waters
- c. According to the Provisional By-Laws, each council member is required to serve on at least one committee. All association members are invited and encouraged to join committees. Julie volunteered to create a committee sign up page.
- d. An Ad-Hoc Committee was suggested to create two “closed” Facebook groups: one for Georgia parents and one for parents sending a first student to college.

NEW BUSINESS

1. Upcoming Events:

- a. Nov 8: Open House
- b. Nov 15-16: National Leadership Challenge (shirts being sold at pickup only on Nov. 16 starting at 11AM).
- c. Dec 6: Orientation
- d. Jan 3: Orientation and FROG Drop-off Cadet Parent Briefing
- e. Jan 10: New cadet parent gathering in Dahlonga
- f. Jan 11: FROG and NCOA graduations

2. PFA Membership: Pete Mistr made a motion to change the dues process, with all membership expiring in June. Michelle McGaughey has put together previous/current spreadsheets indicated current and expired memberships.

3. Fundraising/Service Idea: Rebecca Lore is looking into quotes to create a felt banner with school logo (approx.. 14” x 24”) for students to be able to display their college memories, badges, awards, patches, pins etc. Will need to get proper approvals from MLC before proceeding.

4. Council Facebook page: Julie Shaver made a motion to add non-voting paid members to the council Facebook page after first listing it to the council and voting on adding the member. Motion carried. Also, both student representatives, Asa & Sarah, will be added to the council Facebook page.

5. Next Meeting: The next meeting will be held December 1, 2014, via teleconference at 7PM. Instructions for logging in to teleconference will be posted later.

Meeting Adjourned at 8:10PM