

**UNT Parent Association
Regular General Meeting Minutes
October 12, 2013**

I. Call to Order

President Elizabeth Cheney called the meeting to order at 11:17 A.M. at the UNT Gateway Center, University of North Texas, Denton, Texas. Those in attendance constituted a quorum. Executive Committee members present were President Elizabeth Cheney, President Elect Sheri Kantner, Vice President Sheryl Jordan, Secretary Tony Hill and Historian Teresa Tavares.

II. Approval of Minutes

The Agenda of the October 12, 2013 and the minutes of the April 27, 2013 were posted and copies were available for review by members prior to the meeting. The minutes were read by Tony Hill.

Motion: Motion to approve the minutes of the April 27, 2013 meeting. Seconded and unanimously approved.

III. Report of Officers

- **President** President Cheney reported that the orientation membership drive resulted in 1,358 members which is a 10% increase in membership from last year. President Cheney thanked all board members for serving on the board and presented them with a token of appreciation.
- **President Elect** President Elect Kantner thanked all volunteers for participating in the summer send off parties and UNT Mean Green Move-In Day. All events were successful.
- **Vice President** Vice President Jordan thanked all volunteers during the 2013 orientation. Volunteers were asked to rise in recognition of the efforts.
- **Historian** Historian Tavares reported on the Facebook membership and thanked members for their contribution.
- **Treasurer** President Cheney turned the details of the Treasurer's report over to Catherine Olivarez, Coordinator of Parents Program, to provide details of the UNT Parents Association Account 2012-2013 and the Parents Association Account 2013-2014 Projected Budget. Highlights include fund balance as of August 31, 2012 is \$30,895.09, total scholarship awarded was \$25,000, total expenditures, total revenues were \$90,948.34 for an ending balance of \$25,658.46 for the 2012-2013 year. Each line item was reviewed with the board.

Discussion followed and a copy of the UNT Parents Association account 2012-2013 is attached to the minutes.

IV. University Reports

President Cheney turned the University Report over to Catherine Olivarez who presented the highlights which included:

- Understanding the Parent Association Endowed Scholarship Fund. Monies are transferred into the endowment as follows:

- 100 percent of all donations received
- 10 percent from each annual membership purchased
- 10 percent of each two-year membership purchased
- \$200 from each lifetime membership purchased
- The number of Parent Association academic scholarships given each year is based only on the interest accrual from this account and not the total endowment amount.
- This Family Weekend event has welcomed over 510 families to UNT, with an approximate total of 1710 students and family members attending Family Weekend.
- News at UNT – Fall 2013
 - Total enrollment equals 36,228, which is 1.1% up from last fall; total semester credit hours – up
- Melissa introduced Stephanie Lee, Assistant Director for Orientation and Transition Programs. Melissa spoke about Stephanie becoming more involved with the Parent Association and Parent Programs at the university.

V. **Special Order: Election of Officers**

President Cheney introduced the slate of officers for the 2013-2014 year.

- President – Sheri Kantner
Motion: Motion to approve Sheri Kantner as president seconded and unanimously approved.
- President Elect – Tony Hill
Motion: Motion to approve Tony Hill as president seconded and unanimously approved.
- Vice President – Wendy Lay
Motion: Motion to approve Wendy Lay as Vice President seconded and unanimously approved.
- Secretary – Mark Grayson
Motion: Motion to approve Mark Grayson as Secretary seconded and unanimously approved.
- Treasurer – Sharon Wainscott
Motion: Motion to approve Sharon Wainscott as Treasurer seconded and unanimously approved.
- Parliamentarian – Stephen Humenesky
Motion: Motion to approve Stephen Humenesky as Parliamentarian seconded and unanimously approved.
- Historian – Teresa Tavares
Motion: Motion to approve Teresa Tavares as Historian seconded and unanimously approved.

VI. **New Business**

- Goodie Box Volunteer Opportunities
- Typically prepare boxes after Thanksgiving, but before finals. With the Thanksgiving holiday, another date is needed and there are only two Saturdays available 11/23 and 12/07. Melissa pointed out that the Parent Association in

coordination with housing has agreed that no goodie box delivery be done after the reading days. So November 23 will be the Goodie Box Stuffing.

- Approval of 2013-14 Budget
Discussion followed and a copy of the UNT Parents Association account 2013-2014 is attached to the minutes.

Motion: Motion to accept the UNT Parents Association 2013-2014 projected budget seconded and carried.

- Eagle Express Bus program, is new Program, piloting this year. Ticket purchases will be available at the end of October. The dates are as follows:
 - Pick-up from UNT Coliseum: 11/27 @ 8:30 am
 - Return from location: 12/01 @ 8:30 am.
- NEW Parent Association ONLINE membership form – The feedback from the member survey in the spring showed that members would like to have access to purchase/renew their membership online *and* pay for this online. Catherine and her staff are working to have a membership form completely available online by the end of the month (October). This will provide members to renew at their leisure from home, on their smart phones, iPad, Tablet, etc.
- Merchandise – all merchandise orders will be available online. Catherine has indicated that she and her staff will be working to create an online form for merchandise orders to be placed.

VII. **Announcements**

- President Elect Sheri Kantner presented President Cheney with a token of appreciation for her service to the UNT Parents Association Board. It was noted that President Cheney served as President from October 2011 – October 2013. Elizabeth has constantly championed the needs and concerns of the parents in the PARENTS ASSOCIATION and for all UNT Parents. As President, she has been the driving force in getting the PARENTS ASSOCIATION involved in the Homecoming parade, zooming membership on our Facebook PARENTS Association to 384 members, overseeing the rewriting of the PARENTS ASSOCIATION bi-laws and developing our spring social to being one of the largest events ever hosted by the PARENTS ASSOCIATION. Elizabeth has been a shining face representing and welcoming all of us parents as we have ushered our children onto the train of success at UNT. President Cheney was thanked for all that she has done, as she has served on the board for a number of years, prior to serving as president for the last two years. She has made a huge impact upon the UNT Parents Association that will last for years to come. Catherine Olivarez presented President Cheney with an engraved gavel for her years of service along with a certificate of appreciation.

VIII. **Dates to Remember**

- November 9 – Homecoming & Homecoming Parade
Discussion followed on float details and volunteers.

- November 23 – Goodie Boxes
- November 27 – Launch Eagle Express (Bus Trip Home)
- November 28 & 29 – Thanksgiving, UNT is closed
- December 8 – 14 Finals Week
- December 14 – Residence Halls Close
 - Graduate Commencement (Doctoral & Master's)
- December 15 – Undergraduate Commencement
- December 24 – January 1 – Winter Break, UNT is Closed

IX. **Adjournment**

There being no further business the meeting was adjourned at 12:15 P.M.

Secretary
Tony Hill