

UNT Parent Association

Bi-Annual Meeting

September 20, 2014

- I. Call to Order – President Sheri Kantner called the meeting to order @10:37A.M. President Kantner recognized Debbie Burns for her work in getting the Parent Association up and running when it had lost some momentum. President Kantner also recognized all former UNT PA Board Members.
- II. Approval of Minutes – President Kantner called for motion to approve the minutes of the April 26, 2014 PA meeting. Motion made, seconded, and approved.
- III. Report of Officers –
 - a. President - President Kantner then reviewed the PA activities for the past year: 1) Homecoming 2013 – the PA won the “Most Spirited” Award (thank you Cindy & Matt Cravey for the trailer and decorations), 2) Fall Goody Box stuffing, 3) Spring Social, 4) School of Music Auditions day and Spring Preview Day, 5) Spring Goody Box stuffing (we made and delivered 548 boxes in one hour!) and bi-annual meeting, 6) Summer Freshman Orientation, 7) Summer Send Off parties, 8) Home opener Tailgating, and 9) now we are here at the Fall PA meeting.
 - b. President Elect – President Elect Tony Hill reported on the Summer Send Off parties – 1106 Freshmen and their families attended @ 16 different parties across the state. Tony thanked those who attended the parties representing the PA, and urged those attending to try and attend next year when they are contacted. Tony informed the members that the PA will work with the university in adjusting the schedule to accommodate more students across the state.
 - c. Vice-President – Vice President Sharon Wainscott reported the PA has 1146 members currently with 557 of those being new members. This represents a 9.5% increase. The association has a 14.3% renewal rate currently. Friday night, 90 volunteers were recognized at the dessert social, and 32 volunteered at the Summer Freshman Orientation.
 - d. Secretary – no report, minutes previously approved.
 - e. Historian – Historian Cindy Cravey reported the Facebook page has 762 members, up from 400. Cindy stated she has received a lot of positive comments on the page, for

example, there are groups of parents in different locations reaching out through the page to form local parent groups.

- f. Treasurer – Treasurer Jaki Frost reviewed the FY 2014 budget report. The balance as of August 31, 2013 was \$25,658.46, and the balance as of 9/19/2014 was \$34312.13. A more detailed review will be presented later in this meeting.

IV. University Reports

- a. University Update – Stephanie Brown, Asst. Director Orientation & Transition Program reported as of August 25th, UNT has 32,216 students, with a 0.8% increase in semester hours. The average SAT score is 1109 across the student body. The College of Engineering leads enrollment increases with a 20% increase, while the freshmen retention rate is 78% representing a little over 4,000 freshmen. The diversity statistics show 20% Hispanic and 14% African American. 49% of freshmen availed themselves of the Eagle Express Tuition plan, and there is new construction on campus – Rawlings Hall and the Union. Retailers are expected to move in to the new Union in 8 months.
- b. Parent Programs Update – Catherine Olivarez, Program Coordinator, reported an 8%-10% increase in Parent Orientation attendance with a corresponding increase in attendance in Transfer orientation. Attendance at Summer Send Off parties was basically “flat” in attendance numbers compared to 2013. There were 1750 registrants representing 500 families registered for Family Weekend. The “Break Shuttles” will be operated this year, serving Houston and Austin/San Antonio – an email will go out next week detailing the service. The pricing will be based on a “per ride” basis, as not all students will need “round trip” service. The Parent Program communicates with parents via e-mail using a service called “constant contact”, so Catherine asked that members check their spam filters to make sure that the emails aren’t going to junk folders. If there is a problem receiving emails, parents should contact the office to assure the correct email address is on file. The Parent Connection program will be held this FY in conjunction with a basketball game where the “Campus Partners” meetings will be held.

V. Election of Officers (For each elected position, President Kantner reviewed the job duties as listed in the SOP/Guidelines prior to calling for nominations).

- a. President – Tony Hill, President Elect was nominated for the position. Tony addressed the membership, and left the room for the vote. A MOTION was made to APPROVE the election of Tony Hill as President. The MOTION was SECONDED and PASSED by UNANIMOUS VOTE.

- b. President Elect – Cindy Cravey, Historian was nominated for the position. Cindy addressed the membership, and left the room for the vote. A MOTION was made to APPROVE the election of Cindy Cravey as President-Elect. The MOTION was SECONDED and PASSED by UNANIMOUS VOTE.
- c. Vice President – Sharon Wainscott, VP was nominated for the position. Sharon addressed the membership, and left the room for the vote. A MOTION was made to APPROVE the election of Sharon Wainscott as Vice President. The MOTION was SECONDED and PASSED by UNANIMOUS VOTE.
- d. Treasurer – 2 members – Jaki Frost & Darcy White were nominated for the position. Both Jaki and Darcy addressed the membership outlining their qualifications, and left the room for the vote. A MOTION was made to APPROVE the election of Jaki Frost as Treasurer. The MOTION was SECONDED and FAILED. A MOTION was made to APPROVE the election of Darcy White as Treasurer. The MOTION was SECONDED and PASSED.
- e. Secretary – 2 members – Nichole McGhee & Linda Mello were nominated for the position. Nichole was not in attendance, so Linda addressed the membership and left the room for the vote. A MOTION was made to APPROVE the election of Nichole McGhee as Secretary. The MOTION was SECONDED and FAILED. A MOTION was made to APPROVE the election of Linda Mellow as Secretary. The MOTION was SECONDED and PASSED.
- f. Parliamentarian – Stephen Humenesky, current Parliamentarian was nominated for the position. Stephen addressed the membership, noting that he has experience with Parliamentary proceedings from his work as a NYC firefighter, and left the room for the vote. A MOTION was made to APPROVE the election of Stephen Humenesky as Parliamentarian. The MOTION was SECONDED and PASSED by UNANIMOUS VOTE.
- g. Historian – 2 members – Tekesha Hubbard & Susan Deski were nominated for the position. Both Tekesha and Susan addressed the membership and then left the room for the vote. A MOTION was made to APPROVE the election of Susan Deski as Historian. The MOTION was SECONDED and FAILED. A MOTION was made to APPROVE the election of Tekesha Hubbard as Historian. The MOTION was SECONDED and PASSED.

VI. New Business

- a. 2014-2015 Budget – Catherine reviewed the projected budget (attached), noting the projected budget was conservative and ended with a balance of \$5,862.13. The projected budget allows for approximately 40 draw scholarships and a \$9,000 deposit to the endowment which funds the academic scholarships. A question was posed from the membership about why there is a \$15,000 expenditure for merchandise, with a \$10,000 revenue? The answer was the revenue estimate was very conservative, and that merchandise is replenished throughout the year as par levels decrease. Discussion followed asking if we can decrease expenses, and Elizabeth Cheney responded that the PA is always working to decrease expenses and cover the costs of the organization while retaining as much as possible for scholarships. One member noted that donations seemed weak, and offered the suggestion the board create a donation drive or initiative, with much discussion ensuing. The Parliamentarian commented the budget was only the projected budget while agreeing that the PA could look to increase donations. A MOTION was made to APPROVE the Projected Budget. The MOTION was SECONDED and PASSED with one opposed.
- b. President Kantner voiced a motion to create a “donation and fund raising committee” with James DeRose as the chairman. Mr. DeRose requested the committee be designated as an investigative committee to look into fund and donation raising. A MOTION was made to APPROVE the formation of an Investigation Committee for Fund and Donation Raising with Mr. DeRose as the chair. The MOTION was SECONDED and PASSED by UNANIMOUS VOTE
- c. Fall Goody Box Stuffing – President Kantner nominated two dates (November 15 and November 22) for the fall goody box stuffing party. The membership voted to hold the goody box stuffing on November 22nd.
- d. Facebook Guidelines – Parliamentarian Humenesky presented the Facebook guidelines for the UNT PA Facebook page to the membership. This is an effort to maintain a positive environment on the Facebook page, and authorizes the PA board to remove negative and offensive posts with 3 board members agreement and support. A MOTION was made to APPROVE the addition of the Facebook Guidelines to the Standard Operating Procedures. The MOTION was SECONDED and PASSED by UNANIMOUS VOTE.
- e. Homecoming – President Elect Hill reported that Homecoming is November 8, and the float will be built on November 7th at a location to be disclosed. Hill asked all

members to come out and support the PA by helping build the float and walk in the parade on Saturday. The parade theme is UNT Circus, the Greatest Show on Earth, and a float design has already been created. Tony will notify the membership via the Facebook page as more information comes available.

f. Announcements

1) President Kantner reported that she had met with the UNT President at the breakfast, and he is very excited to support the PA, and to that end is connecting the PA leadership with his staff in an effort to join forces to increase visibility and participation.

2) President Kantner reviewed the important dates to remember with the membership.

g. Recognition – President Kantner recognized Melissa, Stephanie and Catherine for all of their hard work with the Parent Association.

VII. Adjournment – with no further business, President Kantner adjourned the meeting at 12:07 P.M.

VIII. Passing of the Gavel – President Kantner passed the gavel to Tony Hill who assumed the duties of President, with Sheri Kantner assuming the role of Past President. President Hill presented Sheri Kantner with a plaque commemorating her service to the organization.

Respectfully submitted,

Tony Hill

23 September 2014