

# NSPA MEETING

## 7/16/09

### MINUTES

**1. Call to Order:** NSPA President Tom Grumbly called the NSPA meeting to order at 7 pm following a social event held at his home.

**Other Board Attendees:** Clare Dean, Kathy Ginsberg, Maril Levy, Patti Oehmke, Betsy Sue Scott and Nancy Vibert.

**Board Members Absent:** Joanna Cole, Melissa Dana, Cindy DiPalma, Lyn Goodman, Jennifer Hill, Donna Kraemer, Mike McGurrin and Brenda Mutchler.

**Other Attendee(s):** Judy Grumbly

**2. Approval of the June Meeting Minutes:** Secretary Betsy Sue Scott presented the June Meeting minutes for approval and, on motion by Nancy Vibert that was seconded by Kathy Ginsburg. The Board approved the June meeting minutes.

**3. Treasurers Report:** The Treasurer's Report was held in abeyance until the next NSPA meeting in August. However, the Treasurer did note that the NSPA received a \$1200 check as reimbursement from the Prom Committee. Kathy Ginsberg suggested asking the School to institute an activities fee assessed to parents. The fee would cover events like the Halloween party and Field Day since the NSPA will not fund these in the coming term. The President recommended studying the proposal and discussing it at a later NSPA meeting.

**4. Old Business:**

**a. NSPA Delinquent Taxes and/or Penalties:** The President reported that the accounting firm of Burdette Smith is preparing the NSPA delinquent tax returns for 2006 and 2007 on a *pro bono* basis. The Board expressed its thanks to the accounting firm for its donation of services to the NSPA in preparing the IRS Forms 990. The President expects the tax return(s) to be completed within the next few weeks.

**b. D&O Liability Insurance:** The President also reported that he has arranged for Directors and Officers professional liability insurance. Darwin Insurance Company will provide the coverage to the NSPA Board. He noted that the cost of the insurance will fall significantly under the \$2,100 budgeted, and the Board determined that it would reallocate the coverage when known. The Board expressed its appreciation to the President for his having obtained the insurance coverage, noting that such coverage had been a Board goal for nearly three years.

**c. Graduation:** Faculty Representative Maril Levy reported that, according to the School administration, Graduation went wonderfully. She related that a minor glitch occurred with the microphones, but was fixed quickly. It was also noted that this year's

Junior Class Rep Caitlyn Lhommedieu, the NSPA's liaison with the school, and parent Marilyn Williams worked with Joan Goodman on the reception following the ceremony. Marilyn Williams has agreed to serve as liaison with Joan Goodman for graduation next year. Although no Board member present had attended the ceremony, reports came in that the reception differed from those past, including the absence of a tent. The first meeting for next year's Graduation planners will take place in March 2010.

## **5. New Business:**

**a. Meeting with John Potter:** The President reported that he met with New School Headmaster John Potter on July 2<sup>nd</sup>. They discussed the NSPA Board's decision not to hold a Rudolph Run Race this December. The President explained that the race did not serve as a money maker for the NSPA and that it was labor intensive for parents. He noted that it saps strength from other NSPA programs, but left the door open that the NSPA might hold the Race again in a future year. The President also indicated to John that the NSPA would cut back on other events, but did not specify those events. The President emphasized that the NSPA desired to focus its energy on scholarships. John said that he understood the NSPA Board's decision and the President related that John was most gracious in their discussions.

**b. NSPA Board Vacancy:** The Board discussed the vacancy for Senior Class Representative. The Vice President offered to speak with a possible candidate and report back to the Board. Clare Dean said she would continue as the NSPA Volunteer Coordinator.

**c. School Calendar:** The Faculty Rep distributed School calendars for the 2009-2010 term. The Halloween party has not gone on the calendar yet. She reported that the School's enrollment for the 2009-2010 term is 137, close to the goal of 150 students. The enrollment breakdown is approximately 105 students in the High School, 20 in Junior High, and 12 in the elementary school.

**d. Student Welcome Lunch:** John Potter has stated that the School will pay for the Student Welcome Lunch on September 8<sup>th</sup>. The Faculty Rep noted that Billy Pasour wants it to be a cook-out. She asked whether parents would volunteer to assist with shopping, cooking, and serving the Lunch and the Board agreed to ask parents to do so.

**e. Open House:** The Faculty Rep further pointed out that the School's Open Houses would continue to need volunteers to serve as guides and greeters, both parents and students, although the President said the School will now pay for the refreshments.

**f. Back-to-School Mailing:** The Board discussed the draft Back-to-School mailing prepared by the Treasurer. She requested changes and edits by July 21<sup>st</sup>. The President offered to mail the finalized packages out to parents during the last week of August.

**g. Potluck:** The Board set Saturday, September 19<sup>th</sup> from 6-9pm for the annual Potluck. This is a scheduling change: in prior years this event was held on a Sunday.

**6. Next Meeting:** The next meeting of the NSPA Board will take place at 7 p.m. on Wednesday, August 19<sup>th</sup> in the Media Room at the School.

The meeting schedule for the school year will be: 9/16, 10/21, 11/18 and 12/16/09 and 1/20, 2/17, 3/17, 4/21 (Annual Meeting), 5/19 and 6/2/10.

**Adjournment:** The President adjourned the Board meeting at 9:17pm.

**Minutes prepared by Betsy Sue Scott, Board Secretary**