

**Growlin Grizzly Booster Club  
General Membership Meeting Minutes  
May 7, 2024, Gateway Media Center**

The meeting was called to order by president, Holly Kaden, at 6:03 pm. Minutes were recorded by Mallary White, member of the board.

*A quorum (5) was present* with the following members in attendance: Holly Kaden, Angelina Mindrup, Mallary White, Liesel Pollman, Rachel Zolnowski, Mary Jo Giffith, Lori Prussman, Amy Buckwalter, Tanya Donnelly, Branson Bradley, and Michelle Jeffries.

**Approval of Minutes:** A motion was made by Michelle Jeffries to approve the April 2, 2024 GGBC meeting minutes. The motion was seconded. No amendments were suggested. A vote was conducted and the motion passed.

**Principal's Report (Branson Bradley, Tanya Donnelly):** Dr. Bradley and Dr. Donnelly expressed gratitude for the contributions from parents and efforts toward Staff Appreciation Week. Staff were very appreciative as well.

**Treasurer's Report (Michelle Jeffries):** Available funds are \$18,317.93. Restaurant Fundraiser on 5/7 (Culver's) may bring in more funds. A few more expenses for the year are expected but there should be at least \$10,000 left in the bank by the end of the fiscal year.

**Staff Appreciation Report (Amy Buckwalter):** Staff Appreciation Week- Tues., staff was treated to a catered breakfast from Hyvee. Wednesday there will be a roaming snack cart thanks to donations from parents, and Friday each staff member will get a Papa Murphy's Pizza and cookie dough or cinnabon. Teachers will also get to spin a wheel for a chance to win gift cards donated by parents. Leftover soda and candy from Grizzly Night Out will also be shared with staff.

**President's Report (Holly Kaden):**

- a. **Board Transition Meeting-** Holly will get availability from outgoing and incoming board members to set up a collective transition meeting.
- b. **Yearbooks-** GGBC had budgeted to contribute \$5000 toward the school's goal of buying yearbooks for every student. The total cost for 975 yearbooks (one for every student and teacher) is \$13,470. The school requested the GGBC split the cost with them, increasing the booster contribution to \$6,735.

**Yearbook Budget Vote:** Mary Jo Griffith made the motion to amend the yearbook budget by adding \$1,735 additional dollars to the existing \$5,000 budget. Amy Buckwalter seconded this motion. A vote was held and the motion was passed.

- c. PTSA Discussion & Booster Dissolution Vote: GGBC has been deemed noncompliant with the Missouri Secretary of State because of failure to file Annual Financial Reports in years past and as a result the GGBC tax exempt status was revoked. GGBC also had its IRS tax exempt status revoked for failure to file 990 tax forms in the past but the current treasurer was able to get the tax exemption reinstated. With Gateway being a one-year school there is consistent board turn-over year after year and training is therefore nonexistent. Failure to file yearly IRS 990 tax forms and Annual Reports has been a repeated issue. To accommodate for the lack of oversight at Gateway, the president proposed dissolving the GGBC (which is already dissolved in the eyes of the Missouri Secretary of State) and forming a PTSA in its place. The president opened the floor for discussion. There were questions over the timeline of this switch. President said the GGBC would dissolve at the end of the fiscal year on June 30, 2024 and the PTSA would launch on July 1, 2024. On July 1 the board would then apply for an EIN Number and then be able to conduct business as usual. The organization's tax exempt status would take longer, however.

GGBC Dissolution Vote: Liesel Pollman made the motion to dissolve the Growlin Grizzly Booster Club on 6/30/24 and to form a PTSA on 7/1/2024 and that remaining funds from the GGBC be transferred to the new Gateway PTSA. The motion was seconded. A vote was conducted and the motion passed.

#### **PTSA Transition Information (Lori Prussman (MOPTA VP of Membership & Field**

**Services)**: Lori was present to conduct an informational meeting about transitioning to a PTSA. Lori talked about how the PTSA will be able to decide how much to charge for membership dues but that \$4.25 from individual memberships and \$5.50 from business memberships will go to MOPTA for state and national dues. New member dues, when applicable, should be submitted each month to MOPTA. Voting privileges are reserved for members. Bylaws will have to be updated every 3 years. New officer information has to be submitted to MOPTA by March 31st every year on the MOPTA website. The treasurer's books will have to be audited at the close of every fiscal year and a copy of this audit, an end-of-year financial report, and a screenshot of the 990 tax filing confirmation will also need to be submitted to MOPTA every year.

#### **PTSA Organizational Meeting**

On May 20, 2024 an organizational meeting will be held to vote on PTSA business. A quorum of 10 members will need to be present. Memberships for the next membership year will be sold at this meeting.

There was a call for a budget committee, bylaws committee, publicity committee, membership committee, communications committee, and a planning committee chair. Michelle Jeffries was appointed the Planning Committee Chair with the task of organizing communications with the other committees. The work of these committees will be complete on May 20.

#### **Adjournment**

A motion to adjourn the meeting was made by Mallary White. The motion was seconded. The motion passed and the meeting adjourned at 7:14pm.