



## TJ PTSA General Membership Meeting Minutes

09/19/24 at 5:45 pm – 6:45 pm

### Attendees:

Executive Committees: President: Neelam Janardhan; First VP of Programming and Events: Catherine Li; Second VP of Membership and Fundraising: Julia Li; Third VP of Communications: Maggy Li; Treasurer: Dinesh Kumar; Secretary: Sanjay Parthasarathy

Committee Chairs: Academic Support Committee (ASC) Chair: Rahim Chowdhury; Health and Wellness Committee (HWC) Chair: Ann Payne; Hospitality Committee (HC) Chair: Priya Dodla; College Outreach Committee (COC) chair: Radha Somanchi; ANGP Committee Chair: Kareena Nair

Others: SGA leader: Andrew Wang.

Total TJ PTSA members in attendance: 51

**Location:** Franklin Commons

### Agenda:

- I. Call to Order and Welcome: Nell Janardhan
- II. Agenda Adoption: Nell Janardhan
- III. Approval of General Membership Meeting Rules: Nell Janardhan (1 min)
- IV. Approval of 5/23/2024 GM Meeting Minutes: Nell Janardhan (1 min)
- V. SGA Report: Andrew Wang (10 mins)
- VI. Adopting 2023-24 Financial Review Report: Proposed Baseline Budget and Vote: Dinesh Kumar (10 mins);
- VII. Electing the Nominating Committee (15 mins)
- VIII. Introducing the PTSA Executive Board and College Planning Committee Presentation (15 mins)
- IX. Q & A (10 mins)
- X. Adjournment

### Call Meeting to Order

- A quorum was determined to be present and the President called the meeting to order at 5:45 pm.

### Agenda Adoption

- The proposed agenda was published on the website and notified via the weekly membership newsletter.
- Motion to limit debate on the proposed agenda to ten minutes was proposed, seconded and adopted with 100% of the votes in favor.
- Motion to approve the agenda was proposed, seconded, and the agenda was adopted with 100% of the votes in favor

### Approval of General Membership Meeting Rules:

- The President proposed adherence to the same meeting rules as last year to ensure meetings are run smoothly and all participants are treated respectfully. The rules were sent out in advance at the PTSA website / emailed to PTSA members. The highlights of the rules are:
  - GMM will use Robert's Rules.

- Please be respectful and courteous at all times.
- Raise your hand to request being recognized.
- Only speak when recognized by the President.
- Motion to continue with the meeting rules from last year was proposed and voted on with 100% of the votes in favor.
- Any suggested modifications will be noted and considered at the next GMM

#### **Approval of 2024-05-23 GM Meeting Minutes**

- The 2024-05-23 GMM draft Minutes were available on the TJ PTSA website, and notifications of the minutes were sent via newsletter posts and dedicated email.
- The President solicited comments/corrections to the minutes. There were no comments nor corrections to the 2024-05-23 TJ PTSA GM Meeting Minutes; and the minutes were approved as presented.

#### **Student Government Association (SGA) Report – Andrew Wang**

- Appreciative of the TJPTSA support throughout the school year
- Officers for the 2024-25 academic year were listed
- Past events were reviewed
- Current initiatives include:
  - Create a shared [MasterDoc](#) – that has the calendar, Linktree, upcoming tasks and meeting notes, all easily accessible
  - Commons improvements
- Homecoming week of 9/23 – encourage kids to attend
- Request for help with homecoming events (convertibles, food donations, volunteers)
- All funds raised will be donated to the “Helping hungry kids” non-profit organization
- Upcoming events include: Freshmen elections (10/11/24), Winter bash (12/13/24), Talent Show (2/21/25), J-Day (5/23/25) and other fun activities during Halloween, Thanksgiving and Valentine’s Day.

#### **Adopting 2023-24 Financial Review Report: Proposed Baseline Budget and Vote:**

- The treasurer presented the results of the review conducted by the financial review committee on the 2023-2024 PTSA financials.
- The ending balance (~\$68K) was verified and the data forms were submitted to the VA PTA as part of the continuation of the TJPTSA operations
- Motion to adopt the financial review report as presented was proposed and voted on with 100% of the votes in favor.
- The treasurer presented the proposed budget (~\$95K in proposed revenue and expenses) for the 2024-2025 academic year
- Motion to adopt the proposed budget was proposed and voted on with 100% of the votes in favor.

#### **Electing the Nominating Committee (15 mins)**

- The TJ PTSA will hold PTSA Officer elections during the May General Membership Meeting. Per our Bylaws, a 5-person Nominating Committee (NC) is required to compile and recommend a slate of officer candidates to present at the February 27<sup>th</sup> General Membership meeting,
- An online nomination process was conducted to seek members for the Nominating Committee. The 5 self-nominees were:
  - Eric Chen (Class of 2026 Parent)
  - Lisu Gu (Class of 2028 Parent)
  - Jane Iyengar (Teacher and Former TJ Parent)
  - Kokeb Kassa (Class of 2027 Parent)
  - Dunia Pardo (Class of 2027 Parent)
- The President asked if there were any nominations from the attendees. There were no further nominations from the floor.
- Each nominee presented a statement of candidacy - their motivation and background for being on the NC.
- A motion was proposed to formally elect the Nominating Committee as a block with all 5 candidates.
- The motion was passed, with a majority of the votes in favor

#### **Introducing the PTSA Executive Board and College Planning Committee Presentation (15 mins)**

- Each Board member introduced themselves and their roles
  - Nell Janardhan – President
  - Catherine Li- VP of Events

- Julia Li – VP of membership and fundraising
- Maggy Li- VP of communications
- Dinesh Kumar – Treasurer
- Sanjay Parthasarathy – Secretary
- First VP Catherine Li provided details on the TJPTSA – website, contacts, official communication channel (weekly newsletter) and unofficial channels (Whatsapp, Facebook, WeChat)
- Catherine Li encouraged members to encourage other parents to join, and to volunteer for events
- Catherine Li introduced the TJPTSA committees and invited each committee chair to provide a short summary of their planned activities
  - Academic Support – Rahim Chowdhury and Thomas Stauber – discussed
  - Health & Wellness - Ann Payne & Elizabeth Das
  - Hospitality – Priya Dodla
  - ANGP/Senior Celebration – Kareena Nair and Deepika Sood
  - College Planning – Radha Yellepeddy
- Radha Yellepeddy provided a deep dive into the College Planning committee – its goals, the list of panels to be conducted, and requested members to volunteer and participate actively in the planned activities.

### **Adjournment**

- Meeting was adjourned at 6:50 pm.

Minutes Prepared by Sanjay Parthasarathy, TJHSST PTSA Secretary.

Minutes Approved as \_\_\_\_\_ Presented or \_\_\_\_\_ Amended on \_\_\_ September xx, 2024