

Panther Lake PTO
General PTO Meeting Minutes

September 26, 2023

- Due to the lack of a current sitting secretary, PTO member Martina Lanfersiek volunteered to take minutes for the meeting, which was approved by the current Board members.
- The general PTO meeting was commenced by Jacqueline Turner
 - The treasurer's report was discussed. There is \$24,295 in the PTO account currently.
 - The vote for the new Communications and Social Media Coordinator was presented by Ms. Turner.
 - Michelle Sugarman (current Board member, Fundraising Coordinator) requested that prior to commencing with the vote, that the Board provide an update to the PTO members at large regarding why there are so many vacancies on the Board.
 - Ms. Sugarman relayed that Ms. Turner had been recalled from her position as President on September 8, 2023, by a majority vote (5 of 7 Board members). Thereafter, Ms. Mesquita and Ms. Witte-Russo were advised by Ms. Ondina and Ms. Turner on September 13, 2023, that their positions had never been properly ratified procedurally.
- Ms. Lanfersiek suggested that each board member would be allotted 5 minutes of speaking time.
- Ms. Turner provided the following information:
 - She created the original bylaws and rules. She was voted in as President in March 2022 via Googledocs. There was an in person meeting at Horizon High School during which her vote was ratified.
 - The bylaws were initially created by Ms. Turner and Michelle Effio (former Vice President, 2022 school year). The original version of the bylaws was created in January 2022 and then a new, and final version was signed in April 2022.
 - Ms. Ondina agreed to post the Googledocs spreadsheet from March 2022 onto the Panther Lake PTO website by September 27, 2023, if available.
 - Ms. Ondina agreed to post all prior versions of the bylaws including the drafts and final April 2023 to the PTO website by September 27, 2023, if available and able to be uploaded.

- Ms. Ondina ceded her allotted time.
 - She voiced concern that the recall decision as to Ms. Turner was done without her knowledge and she was not invited to the meeting. Ms. Ondina authored a letter of opposition to the recall based on consulting with legal counsel and their understanding of the bylaws.
- Ms. Witte-Russo presented the following information:
 - She was voted in by online votes and was advised that she was voted in and officially on the Board. She attended the July 25, 2023 Board meeting and was welcomed to the Board officially at that time. She commenced her job duties as secretary at this point.
 - She confirmed she participated in the recall and was later told her Board position had not been properly ratified and was invalid. Ms. Witte-Russo decided to step down as a result.
- Ms. Mesquita presented the following information:
 - She was nominated and approved by the Board for the Multilingual Liaison position. An online vote was held and she was voted onto the Board.
 - On June 15, 2023, she received an email during which she was officially welcomed to the Board on behalf of the PTO as the Multilingual Liaison. She commenced her duties in that role at that point.
 - She confirmed she participated in the recall and was later told her Board position was not designated by the bylaws and was therefore invalid.
 - Mr. Adams confirmed that the current posted version of the Bylaws do not provide for a Multilingual Liaison position on the Board; this is usually a committee chair.
 - Ms. Lanfersiek moved to add the Multilingual position to the Executive Board, it was seconded by Jen Carvalho-Lopez and approved by a greater than 2/3 majority of the attendees.
- Ms. Sugarman presented the following information:
 - The Facebook voting of the nominees this summer was started by the prior 2022-2023 board, which set the standard for the process used to vote in Ms. Witte-Russo and Ms. Mesquita.
 - Ms. Ondina and Ms. Sugarman were voted in by the board members.
 - Charles Lindau (OCPS District representative) was contacted and confirmed that the Principal should not be in the bylaws.
 - The Bylaws do not require reasons be provided for a recall but they were provided to Ms. Turner at her request after her recall.
 - The same method for recall was used by Ms. Turner for the recall of Bryan Woodcock (Volunteer Coordinator) from the Board in December 2022. Mr. Woodcock was present and confirmed.

- Questions/comments were presented from the PTO members as follows:
 - Mr. Adams commented that the Bylaws as written do not require notice; recall can be for cause or without cause as written, and based on the plain language, Ms. Turner was recalled properly. Under the Bylaws as written, Ms. Ondina therefore should assume the role as acting President until the Board positions can be further addressed and confirmed at a special meeting. He recommended this be done.
 - Ms. Turner and Ms. Ondina agreed to this proposal and Ms. Turner agreed to cede her position as President to Ms. Ondina to be acting President effective immediately. All PTO financials will be held until the special meeting can occur.
- Bylaws were discussed at length as follows:
 - Mr. Adams has experience with creation of bylaws; he did so for Summerlake Elementary. The bylaws need to be rewritten and re-approved. Mr. Adams volunteered to assist with rewriting the bylaws. A motion for same was presented, seconded and quorum approved same.
 - Discussion commenced about amending the bylaws, including the following aspects:
 - removal of the Principal as a member of the Board and decision maker in any PTO meetings;
 - officially adding a multilingual position to the Executive Board;
 - proposing two Vice-Presidents instead of a President and Vice President (or, in the alternative, a President and two Vice-Presidents);
 - determining PTO membership criteria (whether to require dues or not) and changing the bylaws to accurately reflect the approved membership process;
 - considering changing term limits for each board member; and
 - consider amending the recall procedure to provide a more thorough process, including potential an opportunity to cure.
- Special Meeting:

- A motion was made by Ms. Sugarman and seconded by Jamie LeBoeuf to call for a special meeting. A vote was held and quorum was reached/exceeded by an additional ten (10) PTO members.
- A special meeting was agreed to be held for all general members in which the following items will be addressed and voted upon:
 - Approval of the 2023-2024 annual PTO budget, which has not yet been done;
 - Approval of new proposed bylaws, which will be created by Mr. Adams;
 - Voting of new Board member nominees for the current open positions as follows:
 - President/Vice-President (or in the alternative, two Vice-Presidents)
 - Secretary
 - Treasurer
 - Fundraising Coordinator
 - Communications and Social Media Coordinator
 - a Multilingual Liaison (to be confirmed/approved in the amended Bylaws)
- Timeline for Special Meeting:
 - An announcement will be made to the school parents about the results of this meeting. This announcement will advertise the list of positions and seek nominees for each position. Approximately one week (7 days) will be allotted for the nominees to be collected.
 - Ms. Melanie Meza has agreed to act as a neutral party to collect and compile bios for the nominees.
 - Once the nominees have been gathered, they will be announced and published for a period of ten (10) days. This announcement will contain the date for the Special Meeting to be had after the ten (10) days have expired, during which all PTO members may come to vote on the nominees.
 - The nominees will be confirmed at the Special Meeting by a majority vote of the PTO members.
- Attendees:
 - Jacqueline Turner
 - Lara Ondina
 - David Luque
 - Vanessa Abdala

- Anne Witte-Russo
- Michelle Sugarman
- Crystal Geyer
- Karin Mesquita
- Martina Lanfersiek
- Bryan Woodcock
- Crissy Beach
- Jame LeBouef
- Whitney Stephens
- Krissy Meehan
- Kristen LeCoumpte
- Hailey Perriera
- Jillian Artis
- Jackie Gunn
- Jennifer Rodriguez
- Josh Petro
- Jazz Lund
- Carey Adams
- Anthony Adams
- Jamie Betz
- Lydia Warmsley
- Jennifer Carvalho Lopez
- Brie Bosea
- Meghan Marlow
- Lena Gonzalez Smith
- Dr. Chrsitne Szymanski
- Ms. Peggy Hoffman
- Ms. Shaw
- Ms. De la Torre
- Melanie Meza
- Amy Hernandez