

**Parent Family Association Meeting**  
**May 2, 2011 5:03pm**

**Minutes**

Present: Tom Calcagni, Lance and Teresa Lerner, Chelsea Schmidt, John Esslinger, Jodie DeLay, Melody Murter, Fatima Lucas, Trisha Wylie, Paul Schritter, Deb Redburn.

Introduction of Tom Calcagni, Executive Director of University Communications: Phone # 406 994-2342, E-mail: [tcalcagni@mt.edu](mailto:tcalcagni@mt.edu)

Jodie reported on the Bobcat Quarterly and Parent Web page: User friendly, good responses. Thanks to MSU Web and Graphics, particularly Ron Lambert, Jake Dolan, Jeanine Schoessler and Alison Gauthier. Special thanks to Chelsea Schmidt on the Bobcat Quarterly and Laura Esslinger, student intern, for the Web, as well as all her content work and excellence over the past couple years.

Goals and Strategy for next year: We'll have this discussion in depth once it is determined where the PFA will be placed under the new organizational structure. It was noted, however, the basic mission and focus of the PFA will definitely continue to be providing service and support to parents, creating a network of parents and a clear channel of communication to administration and supporting student success. Functionally, the PFA will reside either in University Communications or External Relations.

**Funds:**

Phone-a-thon received a record of \$70,450.00 in pledges.

As of 4/15/11 81% has been collected @ \$57,440.00.

Foundation fee is 13% of collected pledges - this goes towards student caller wages, phone bills, follow-up to collect pledges, management.

Library Tithe: 4.78% for resources that serve all students and faculty.

Development fee (Foundation) 5% of all money collected.

Communications and Public Affairs flat fee of \$15,000.00 to manage PFA. This includes hiring a student intern, creating, designing and distributing the Bobcat Quarterly, designing and maintaining the Parent web page, creating a resource guide for families, staffing the PFA office (answering the PFA phone, responding to parent questions and concerns, managing the budget, expanding resources for families, informing membership of university initiatives and happenings), hosting family receptions during freshman orientation and organizing the Parent/Family weekend amongst other things.

Balance \$29,500.00.

Reserves currently at \$10,000.00.

Fatima Lucas moved to put reserves at \$7000.00 the motion was seconded by Lance with an amendment stating \$3000.00 be moved into scholarship fund.

Passed unanimously.

Funding Requests: Moved and seconded to address line by line.

Day of Student Recognition: \$2,500.00. Granted unanimously.

Leadership Institute: \$2,500.00. Granted unanimously.

Museum of the Rockies: \$1,500.00. Granted unanimously.

Service Saturday: \$1,100.00. Granted unanimously. (had requested \$1,089.00)

Note: Student employee from PFA office will work to market Service Saturday as a part of employment.

Moved and seconded to include the \$3,500 in proceeds from 2010 Parent/Family weekend, airfare raffle and silent auction with the remaining phone-a-thon funds to be used for scholarships.

Scholarships: \$28,500 will be divided equally between the eight colleges (\$3562.50/college), specifically for scholarships based the priorities of the individual college.

Moved and seconded that on September 1, 2011 any money over \$7,000.00 in reserves will be divided between the eight colleges to be used as scholarships based on the priority needs of the college.

Elections:

President: Lance and Teresa Lerner-unanimous.

V. President: Fatima Lucus-unanimous.

Secretary: Melody Murter-unanimous.

Communications Director: Deb Redburn – unanimous.

It is requested by Jodie that board members provide her with a small testimony about themselves and their involvement in PFA in order to bring attention to the association and to encourage membership in the association.

Outgoing President Trish Wylie congratulated the PFA on the amount of scholarship funds allocated to students at MSU and asked that the work of the PFA be duly noted in upcoming publications and promotion.

Adjourn at 6:39pm.