**Please join us for our PTSA meeting, Tuesday, January 14th, 2014 at *7pm* -8:30 pm in room 8 at Portola; nearest to the Portola Drive entrance .We will have a special presentation about Disaster Preparedness after our business meeting is concluded at 7:30pm**

**MEETING AGENDA**

I. Call to Order-

- Kathy Guarneri, PTSA president

 -need a volunteer to be auditor for PTSA and band

II. Approval of minutes from last meeting

III. Principal's report- Mr. Burnham,

IV. Financial report - Katherine Meurer, treasurer

V. Presentation of bills- Katherine Meurer, treasurer

VI. Parliamentarian- vote on revised Bylaws, Felicia Robertson

VII. Establish a Nominating Committee

VIII. Report of Executive Committee- - Membership- Julie Brown

 - Disaster Prep. - Leslie Reckler, VP of Operations

 -Negar Souza, Fund Raising VP-

 IX. Committee Reports: -after school art program

 - Spirit Wear- Kim Johnson; - Yearbook- Kelly Whitney

 - Celebrate Portola- Judy Chin and Tammy Garretson

 X. Old Business:

XI. New Business:

XII.Program: Community Engagement Specialist, Karina Tindol, will present the **"Tips, Tricks, and Traps" of disaster preparedness**. Come learn what you need to do in the new year to prepare yourself, your family, and your neighborhood for potential disasters.

Start time around 7:30pm,

XIII. Announcements/Adjournment: No meeting in February, next meeting is March 11th