

Dear Unit Presidents,

Please join us at our first “Open Council” Meeting!

Wednesday, October 5 at the [Toyota Auto Museum, 19600 Van Ness Ave \(at Toyota Way\) Torrance CA 90509](#)

- Membership turn in is as follows
 - 8:00 – 8:15 - West Area
 - 8:15 – 8:30 - North Area
 - 8:30 – 8:45 - South Area
 - 8:45 – 9:00 - Central Area
- 9:00am - Refreshments
- 9:30am - Meeting begins (promptly)
- 10:45am – Principals will arrive at the meeting.

NOTE: If you haven't already sent your reservations for the Open Council Luncheon (Oct. 5) to Susan Asato, please do so right away at tcptarsvp@gmail.com

October Meeting Checklist: Please bring the following to the Oct. 5 meeting:

_____ Monthly President's report – to Martha Deutsch, President

_____ Copy of taxes - to Terry Ragins, Auditor

_____ Adopted Audit reports (adopted by association) including Secretary's Minutes – to Terry Ragins, Auditor

_____ Monthly Treasurer's and Secretary's Reports – to Terry Ragins, Auditor

_____ Adopted Budget (adopted by association) – to Bobbi Lim, Budget and Finance Director

Note: [For those of you have your budgets already adopted and ready to turn in, bring them in on Wednesday. If you don't have them, not to worry, they are due at the Nov. 2 meeting.](#)

_____ Unit Program Directories (2 copies plus the worksheet) – to Cindy Shields, 1st VP.

_____ Payment for the following events and/or items – to Karen Cristy, Financial Secretary

Please make out checks to the [Torrance Council of PTAs](#) (Note: [Please bring one check for all payments to Council – and special for this month, please bring a separate blank check for membership](#)):

- \$8.50/pp for Open Council lunch tickets
- \$5/pp for Thirty-Third District PTAs UPOC on Sat., Oct. 15.
- \$25/pp for Thirty-Third District PTAs Presidents and Principals Conference (this is for you and your principal) on Nov. 3.
- ♣ Thirty-Third District PTA calendars are available for sale for \$2.50 each (attached is the list of PTAs and the number of Calendars ordered)

Please turn in payment with a remit form by 10am to Karen Cristy, Financial Secretary... Thank you.

_____ Open Council reservations \$8.50 per person - distribute lunch tickets and pay at the door (if you did not already pay) to: Susan Asato, Reservations and Invitations Chairman.

_____ Reservations for Council workshops on Monday, October 24 at Hickory

Please see flyer attached. – RSVP to Kelly Gottlieb, Leadership Workshop Chairman.

_____ Newsletters – to Martha Deutsch (1 copy – email OK), Camilla Seferian (2 copies – hard copy), and 30 copies to all units (OPTIONAL)

_____ Names of voting delegates (after they have been approved by your association) – to Keith Musick, Parliamentarian

_____ Updated Bylaws (if due) – to Keith Musick, Parliamentarian

_____ Membership cards and envelopes (if you wish). If you like, you can ask some of the distinguished guests to join your PTA – other PTAs will be doing it – be sure to ask Sue Herbers. She will join any PTA if she is asked personally.

Note from your friends at council: October is a great time to invite your mentor to join your PTA! Please bring a flyer and ask us to join your team!

Here is a note about the Open Council Luncheon on Oct. 5:

- Mostest Awards – We will be awarding the “Mostest Awards” to the units who have the largest number of guests. Please encourage your board to join us for the fun.

I look forward to seeing you Wednesday.

Adele Kaplan
Corresponding Secretary
Torrance Council of PTAs