

Please join us at our first Council Executive Board meeting for the 2011-2012 school year!

Wednesday, September 7 at the Katy Geissert Library Meeting Room.

- 9:00am - Refreshments
- 9:30am - Meeting begins (promptly)

September Meeting - Unit President Checklist: Please bring the following on Sept 7:

_____ Payment for the following events –

Please make out checks to the Torrance Council of PTAs – to Karen Cristy, Financial Secretary

- \$5/pp for Thirty-Third District PTAs Legislative Conf. Tues., Sept. 27.
- \$5/pp for Thirty-Third District PTAs Bylaws Wkshp Sat., Oct. 1.
- \$5/pp for Thirty-Third District PTAs Financial Wkshp on Wed., Oct. 5.

NOTE – Please be sure to check with your boards. See who will be attending these workshops and conferences and give your treasurer a heads-up that you will need a check for this meeting!

_____ Monthly President's report (covering July-August) - to Martha Deutsch, President (hard copy or email OK)

_____ Monthly Treasurer's report (for any missing months last year and for May and June 2010) with a single copy of minutes that show consideration/acceptance/filing of the report. (2 copies of the report only, please) - to Terry Ragins, Auditor

_____ Mid-year and End-of-year Audits once they are approved/adopted by your association - to Terry Ragins, Auditor

_____ Newsletters (if any were published in June, during the summer, or Sept.)

- Newsletters are a 1 star (*) item in honor roll with a maximum of 4 stars total.
- The due date for turning in newsletters is March 31, 2012 – but we encourage you to turn them in closer to your publication date.

Distribute to: Martha Deutsch (1 copy), Camilla Seferian (2 copies), and 30 copies to all units (optional)

I'm sorry I am not able to attach flyers for everything listed above. I know I am sending this out a bit early. Please feel free to check the Thirty-Third District PTA website:

www.33rdpta.org , and the Torrance Council of PTAs website:

www.torrancecouncilofptas.org for more information.

Please mark your calendars.

- Monday, September 19 at 7:00pm - President's Roundtable at Martha's house (4433 Highgrove Ave., Torrance.)
- Wednesday, October 5 – Open Council meeting at the Toyota Auto Museum (19600 Van

Ness Ave (at Toyota Way) Torrance CA 90509)

Membership turn in will be as follows

8:00 – 8:15 - North Area

8:15 – 8:30 - South Area

8:30 – 8:45 - Central Area

8:45 – 9:00 - West Area

Attached to this email you will find:

- This letter in a Word.doc (for easy printing)
- Torrance Council 2011-2012 Calendar
- Featured School Calendar – listing who signed up to bring snacks and to lead the inspiration at our monthly council meetings. Please have a look.
- Thirty-Third District Flyer for Bylaws Workshop Sat., October 1
- Minutes from the June 1, 2011 Council Executive Board meetings – for your pre-reading pleasure – please let Sumi know of any mistakes or omissions at seasidesumita@yahoo.com

I look forward to seeing you on Wednesday, Sept 7.

Adele Kaplan
Corresponding Secretary
Torrance Council of PTAs