

PIE TOWN COMMUNITY COUNCIL MEETING

July 14, 2010

Pie Town Community Center Building

CALL TO ORDER: 4:10 pm by Chairman, Steve Koteles**ATTENDANCE:**

Steve Koteles ~~~~~ 1st Chair & Acting Treasurer
 Megan Bartasevch ~~~~~ 2nd Chair
 Margie Jensen ~~~~~ Secretary
 Nita Larronde ~~~~~ Member at Large
 Michele Wegner ~~~~~ Member at Large
 Kathy Knapp ~~~~~ Member at Large
 Ruth Hanrahan
 Karen Bingham
 Joan Shannon
 Uncle River

CHAIRMAN: Steve Koteles

The July agenda was approved and seconded. The July minutes were forgotten about with everything else that needed to be covered. (After the meeting, the minutes were approved and seconded.)

OLD BUSINESS:

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Window and Doors Report - Steve Koteles

Promised that trip to Reserve will be scheduled soon. After the meeting, the possibility of taking a group and making a day trip out of it was discussed but not decided.

Pie Festival Committee – Ruth Hanrahan

Said that every group was set up and each one had a leader.
 Doogie Durmeyer will be our auctioneer for \$50 plus tips
 Tony and Joan Shannon are setting up the parking.
 Steve and Margie are working on ads, posters, mailings etc.
 Sue and Ruth are working on gifts. So far:
 BBQ grill
 \$100 gift to Mercantile in Socorro
 \$25 coupon for Daily Pie and/or Pie- o –Neer.

Steve said he was interested in hiring the Arizona Fiddlers. Ruth and others said that they are very expensive and a little bit hard to deal with. Turns out, there are other fiddlers that just show up and play for the fun of it. Their only requirement is setting up in the south portion of the parking lot.

501(c)(3) Application for Non-Profit Service Organization – Steve Koteles

Said that he will apply for the state application first and the federal next year.

By-Laws Committee: - Ruth Hanrahan

The By-Laws committee had nothing to report this month.

Webmaster Report: - Margie Jensen (Attachment 2)

Explained that she is sitting in for Sue at council meetings. The statistics were quickly reviewed and then the attendees reviewed Sue's proposed changes which were:

1. E
eliminate classified ads page because there is no interest in the service
2. A
add link to a Pie Festival video.

Both changes were accepted. Sue also requested preliminary Pie Festival information such as vendor fees, schedules etc.

Scholarship Committee Report: - Margie Jensen

Reported that the scholarship page has been updated to show the 2010 winner. The Scholarship Committee is suspended until next year.

Librarian Report: Ruth Hanrahan

Said that Joan has been taking care of the library while she recovered from her surgery. She also reported that the librarians are using a new method of filing and that the library has received even more new books.

T-Shirt Committee Report: Ken Bostick

Showed the attendees the t-shirts, cups, sweatshirts and caps. Everyone agreed that they were great and that Karen's design was wonderful – best ever. The aprons are not ready yet and Ken said he was not able to find floppy hats at a reasonable cost point. He will not be ordering floppy hats this year.

The “retail” prices will be as follows:

Mugs - \$8 ⁰⁰	Sweatshirt - \$25 ⁰⁰	Adult T-shirt - \$15 ⁰⁰
Caps - \$12 ⁰⁰	Aprons - \$15 ⁰⁰	Child T-shirt - \$10 ⁰⁰

Treasurer's Report: - Steve Koteles (Attachments 3-4)

Announced that he was able to obtain a pair of “gently” used Infinity 80watt outdoor speakers to add to the PA system in Jackson Park. He also mentioned that the pavilion lights are out or erratic. Kathy suggested adding separate switches when the lights are repaired so that the light can be dimmed.

NEW BUSINESS:**Elect second chair**

Meghan Bartesevich was nominated, seconded and approved as the new Second Chair. Welcome Meghan!

Other new business:

1. Ken Bostick asked if Bing statistics could be included with Google and Yahoo on the Pinon Web Design report. The secretary said she would check.
2. Ruth Hanrahan asked if someone could pick up some cloth laundry baskets to hold basketballs.
3. Changes requested by Webmaster Sue Bolander were covered in the Webmaster's Report.

NEXT REGULAR MEETING: July 14th at 4:00pm.

MEETING ADJOURNED: The meeting was adjourned at 5pm.

Respectfully submitted,
Margie Jensen, Secretary

Attachment 1

PTCC Procedures

1st Chair establishes Council agenda based on anticipated business.

Conducts meetings.

Oversees committee activities and integrates committee findings with business agenda

Members-at-Large perform ad-hoc duties at direction of the Council

2nd Chair performs 1st Chair functions in absence and ad-hoc duties at direction of 1st Chair.

The Secretary and Treasurer shall preserve all minutes, correspondence, and other records of importance in electronic format on an external web server.

Either the Secretary or Treasurer shall schedule usage of Community Center or Pavilion

Reservations for the Community Center shall be made in 2 places:

- 1) Written onto the calendar at entrance to the Community Center
- 2) Secretary will relay reservation to Webmaster via email

Reservations for Jackson Park and the Pavilion will be entered onto the Community Center calendar as "Jackson Park" or "Pavilion" and relayed to Webmaster.

Orders for merchandise shall use PTCC EIN

Treasurer

Shall create journal voucher entries for every transaction involving Council funds. Maintain accounting reports balance sheet, income statement, and others as needed or requested.

Donations made by the Council up to \$250 may be disbursed upon oral majority approval of the Council members without written justification or delay. This will facilitate emergency need.

Donations over \$250 or civic disbursements of any amount require written justification stating need and intent as well as oral majority approval of the Council members. The required justifications must be signed by the donees.

Any disbursement over \$1000 must be approved at a regular meeting of the Council.

Disbursements to conduct normal Council business must be made with receipts attached, with the exception of prepayments. Prepayments are to be settled with receipts within 3 business days.

Secretary

The Secretary will read telephone messages for the Council and relay appropriate information to Council members.

Produce meeting minutes and agendas.

Handle advertising for all Council events.

Handle Bike and Build. Coordinate meals, lodging, and advertising.

Attachment 2**Webmaster's Report - Pie Town Community Council - June, 2010**

Site visits in April (Webalizer): 1,745, 36% of these were for the Pie Festival site

Sites that link to us: 24

Ads on site: 11

New pages: Bylaws and procedures

Deleted pages: none

Search Result	Google		Yahoo	
	<i>Page</i>	<i>Position</i>	<i>Page</i>	<i>Position</i>
"Pie Town New Mexico	1	7	3	8
"Pie Town"	2	6	1	7
"Pie Town Festival"	1	1	1	1
"Pie Town Council"	1	1	1	1
"Pie Town Events"	1	1	1	4
"Pie Festival"	1	3	1	2
"Jackson Park Pie Town"	1	2	1	1

Proposed Changes:

Eliminate classified ads page – no interest in service.

Add link to Pie Festival video? (Steve has my e-mail on this topic)

Need preliminary info Pie Festival, such as vendor fees, schedule, etc.

Activity:

Updated scholarship page to 2010 winner.

Changed officers to reflect recent events.

Attachment 3

PTCC

Balance Sheet Summary

Period: 05/2010

	<u>Balance</u>
Checking	7,167.87
Savings	1,938.07
Cash on Hand	31.77
Merchandise Inventory	3,017.00
Capital Equip&Stuctures	23,561.00
Total Assets	35,715.71
Liabilities	0.00
Equity	(35,577.07)

Attachment 4

Income Summary

Period: 06/2010

PTCC

	<u>This Period</u>	<u>Year to Date</u>
Total Revenue	866.00	2,308.45
Cost of Goods Sold	938.57	1,910.57
Other Expenses	0.00	82.72

