



Newton Elementary PTA Officers

Officers Responsibilities

President:

- Create an agenda and preside at all monthly meetings
- Sign all checks for school programs
- Coordinate work of the officers and committees
- Provide leadership for all committees
- Attend the city-wide PTA meeting or find a replacement if unable to attend

Vice President:

- Assist president and preside in their absence
- Compile PTA council handbook
- Attend the city-wide PTA meeting or find a replacement if unable to attend

Secretary:

- Record the minutes of all meetings
- Keep a roster of names in membership and email addresses
- Have a current copy of bylaws
- Email meeting minutes to membership and publish to the website

Treasurer:

- Have custody of all funds
- Accounting for PTA
- Pay out funds
- Present financial statement at monthly meetings
- File yearly taxes and incorporating statement
- Maintain receipts and financial transactions

Officers Names/Emails

President:

Joe Klingensmith -WW joenbevkv@mchsi.com
 Lisa Aldrich—Berg laldrich@gmrc.com
 Robyn Friedman— TJ robynpt@iowatelecom.net
 Daphne Davis— Aurora ddavis@newtondailynews.com

Vice President:

Kim King- WW gnikmik@hotmail.com
 Sommer Kibbee- Berg sommerbk@gmail.com
 Michelle Stalzer — TJ michelle_stalzer@yahoo.com
 Leslie Nehring — Aurora lnering@acuiowa.org

Secretary:

Deana Gast—WW dazdeana@aol.com
 Meg Bestell- Berg meg@digitalbluestar.com
 Amber Zink — TJ hug_amber@yahoo.com
 Christine Dawson—Aurora cdawson@keystonelabs.com

Treasurer:

Jennifer Mehmen—WW mehmen@iowatelecom.net
 Deb VanSickle- Berg dvansickle@netins.net
 Ryan Zink — TJ hug_amber@yahoo.com
 Cindy Rice— Aurora crice@newtondailynew.com