

## Meeting Minutes

St. Dominic Home and School Association

St. Dominic School Library

September 24, 2010

12:00 pm

### **Attendees:**

Jennifer Mize

Mary Jo McCarty

Alicia Simpson

Karen Schallon

Bellinda Bays

Christine Robinette

Becky Frye

Detra Clevon

### **Welcome – Call to Order**

Jennifer

### **Approval of Last Meeting Minutes and Old Business**

Various

No meeting minutes are available from the Friday, August 13 board meeting. It is unknown if Amy Herron wishes to continue as Secretary, as she has not resigned but is not present at the meeting today and did not respond to email requests to submit the meeting minutes. The last documented meeting minutes are from April 29, 2010 as recorded by Jennifer Mize (Secretary).

- Alignment with school board

#### **Fundraising versus fundraising**

School board will focus on Capital Development (**Fundraising**) and HASA will focus on fundraising to support our planned budget. Both organizations will work together to optimize the use of our limited resources to raise money for the school. Each organization will ask the other for assistance as needed and ensure that each fundraiser has a specified use for the funds.

- Catch the Spirit recap

There was good turnout for this event. Attendance by preschoolers was low even with extra efforts to invite them. Detra suggested moving the event back to the third week in September as it has traditionally been held to boost preschool attendance (moved earlier in 2010 for uniform debut). Detra is working on the notebook to pass on to the 2011 coordinator. She also suggested moving to an RSVP to allow better planning, particularly with the quantity of pizza.

**Action item:** All to think about a person who can coordinate for 2011.

**Action item:** Detra to compile receipts and get check requests to Mary Jo / Jennifer.

## Financial Review and Update

Jennifer / Mary Jo

**Action item:** Mary Jo and Jennifer to go to the bank and add Mary Jo to the account.

**Action item:** Mary Jo to provide a budget report and send out via email to the board and post on the website.

## New Business

All

- New board members  
Treasurer – Mary Jo  
Staff representative – Becky Frye  
Teacher Appreciation Chair – Bellinda Bays (she has several volunteers committed)

- Vacancies on the board  
Vice President  
Secretary – Delbert Cope, Tina McMurray, Becky Mooney  
Elementary School Representative – Erica Briest, Erika Grammatikas, Theresa Smith  
Fundraising Chair – Roman Stout, Amanda Tafur, Ed Ginty

**Action item:** All to think about potential board members and send names to Jennifer.

**Action item:** Jennifer to contact potential board members.

- Fundraising Ideas 2010-11 School Year

There was a lively and extended discussion on fundraising ideas. The board scheduled a meeting for October 22 at 12 pm in the school library to focus on fundraising, new board members, and get a last-minute update on Halloween Harvest.

- Knights of Columbus or restaurant catered dinner fundraiser - may not be possible to get this in the schedule given the planned events already on the schedule (65<sup>th</sup> anniversary celebration, St. Patrick's Day, etc)
- Gift card purchase from Food City or Kroger that can be used to purchase – each time the school gets \$5
- Food City – Karen
- Detra - Kroger
- Scrips program – investigated by Shirley Parsons / may need to be organized by school board and the parish - big F fundraising
- Seaver's donuts – prepay, \$3/box, sell for \$5 - Karen
- Fun Pasta Fundraising - Detra
- Otis Spunkmayer cookies
- Panera Bread – Mary Jo

**Action item:** All to bring ideas to next meeting (October) and be ready to vote.

**Action item:** Karen to check with CPA for opinion/guidance on any restrictions on fundraising for tax purposes.

- Angel Hours / Volunteer Coordinator

Jennifer will get the logbook and "thermometer" to track volunteer hours. Work with Traci to get photo buttons ready prior to Halloween Harvest.

**Action item:** Jennifer to send spreadsheet with volunteer contact information out to all board members.

**Complete:** Emailed to board members on Saturday, September 25.

- Halloween Harvest – Friday, October 29

Homeroom parents will organize the Harvest, including food and games. Parents will be needed to run the games. The teachers will divide the children into groups.

Alicia – paper products

Karen- cookies

Jennifer - punch

**Action item:** Alicia to present a plan for the Halloween Harvest to the teachers and Mrs. DePollo for approval.

- Uniform Swap Policy – Alicia agreed to work on this for approval by the HASA board. It was suggested that we check with consignment shops for their policies on acceptable clothing items for the swap. There was brief discussion of incentives for parents who accumulate Angel Hours, donate items to the uniform swap, etc..

## Committee Reports

Various

- Event coordinator - Detra

Event coordinator does not need to be a position. We need to have a designated person responsible for each event.

Need a Santa for December 11, Breakfast with Santa. Becky Frye volunteered her husband.

- Homeroom coordinator - Alicia

Planning Halloween Harvest – scheduled a meeting for Monday, September 27 at 11:30 am

- Lunch server coordinator - Christine

More volunteers are always welcome, but there is someone for each day (calendar is full).

- Box Tops / Campbells Soup / Red Card coordinator - Karen

Competition through month of October for Box Tops / waiting on \$100 check (November)

Campbells Soup – accumulated 3,000 points, Debbie needs to pick an item

Next meeting is Friday, October 22, at 12 pm in the school library.

**Adjourn**

Jennifer