



MEETING MINUTES

Date: 9/11/2018

Location: St. Catharine School, Mrs. Weisner's Office

Attendees: Mrs. Weisner, Monica Juenger, Alysia Plank, Thom Brex, Kim Frencho

AGENDA ITEMS

1. Treasurer's Report
2. Committee Leads and Updates
3. Fall Fundraiser
4. Next Meeting: Tuesday, October 9, 6:00-7:00 pm

TREASURER'S REPORT (Thom Brex)

- Thom's son is no longer attending St. Catharine's but is willing/wants to continue his position if we can't find a replacement. Will Dokko was proposed to H&S as a replacement. Thom to set up a meeting with him.
- Thom to create a Standard Form for Committee Heads to fill out in order to keep track of cash and checks.
- Flower Sale: approximately \$4-\$5K in profit
- Boys Bathroom: \$22,547.90 paid for from H&S funds
- Reconciled Balance as of 09/07/2018: \$13,095.92 (preference is to keep a \$30K+ balance sheet)

OLD BUSINESS

None to report

NEW BUSINESS

- Funds Request from Ginna Springer: approximately \$615.00 for the Preschool Dill's Field Trip. They can no longer afford to cover the cost since the preschool doubled in size this year. Mrs. Weisner to contact Christine Deberson.



COMMITTEE LEADS AND UPDATES:

- **Buddy Family** (Christy Burchfield): 21 New Families have all been assigned to help them transition into St Catharine's.
- **Community Night** (Johnean Goodwin): Dates, Times and Locations Assigned:
 - September 20 – Plank's 3pm to 11pm
 - October – TBA
 - November 15 – Jersey Mike's
 - December 13 – Jimmy John's
 - January 17 – TAT 3pm to close
 - February – TBA
 - March – TBA (Chipotle) 4pm to 8pm
 - April 25 – TAT 3pm to close
 - May 16 – Plank's 3pm to 11pm
- **Creative Arts Program (CAP)** (Jasmine Williams): Dates Assigned:
 - Fall Session: run Oct 8 – Nov 16. Registration will be sent home either Sept 28 or Oct 1
 - Tentative Winter Session: run Jan 28 – March 8. Registration sent home Jan. 21
 - Tentative Spring Session: run April 8 to May 17. Registration sent home April 1
- **Flower Sale:** (Shannon Payer/Ronnee Esterly) are taking over for this year.
 - Kick off Date: March 5
- **Gym Uniforms** (Pat McJoynt-Griffith): Checks need deposited (Thom Brex confirmed he made a deposit since Pat's update). Pat needs an invoice to be paid for the restocking of gym uniforms (Thom said he could take care of that).
- **Playground Duty Coordinator** (Sarah Gipe): all duties are set for September
- **Room Parent Coordinator** (Jennifer Hadden): Names and Grades Assigned:
 - K-Stebelton: Kerri O'Malley and Julie Grilli
 - K-Allen: Alysia Plank and Lauren Weise
 - Grade 1: Ginna Springer
 - Grade 2: Christy Schlosser
 - Grade 3: Jaime Lawler and Gini Ryan
 - Grade 4: Jennifer Hadden
 - Grade 5: Jill Bahlmann



Grade 6: Kristina Keiffer

Grade 7: Kerri O'Malley and Laura Minnich

Grade 8: Johnan Goodwin

- **School Supply Sale** (Nikki Mesnard): Looking for another helper to replace Jennifer Brex. Someone who doesn't work full time. The position is a lot more work than anticipated. They built spreadsheets to organize, build the quote and do calculations for future Committee Heads. Items to look into:

Online tool: St. Matthews uses Shopttkits.com and there is another one called School Tool Box. Nikki to price them out for comparison with our typical supply lists

Donated Supplies: Nikki and Kristina Keiffer discussed adding a fundraiser to help families who may struggle with buying school supplies through the women's ministry, St. Vincent de Paul, or the church. Those who qualify for Free & Reduced Lunch could automatically receive a supply pack since they already qualify for FRL. Others could benefit from the fundraising efforts. Mrs. Weisner suggested they reach out to St. Vincent DePaul due to their generosity.

- **Spirit Wear** (Melissa Graham): Considering changing vendors from George Jahaan with EmbroidMe to the same company who does the Gym Uniforms, Creative Graphics. Melissa will look into it and know more by the end of the month.
- **The Caller** (Trish Schindler): – Not as many ads this year (10 vs. 16) but it should cover the cost of printing (if we print hard copies). The last new families' info was received so Kim Frencho will make edits to the file. Items to look into:

SchoolSpeak: Trish to look into whether SchoolSpeak can accommodate custom fields specific to the directory that parents would review/update/add new info each year. Goal: to cut down the amount of time it takes to update the directory, therefore releasing it sooner.

Hard Copies: it was discussed during the meeting about only printing hard copies for those that want it. Kim to reach out to Trish to create a handout to be sent home with the kids for parents to complete and return. SchoolSpeak e-mail to be sent informing parents about handout.

- **Uniform Swap** (Kate Allwein): High demand for Girls Jumpers size 14-16. Suggest getting the word out and offering an incentive for 7th-8th graders to turn them in at the end of the year. Idea brought up at the meeting: Casual Week for 8th Graders during the last week of school (would need to be discussed and approved).



- **Wreath Sale** (Jenny Magistro): Requested a co-lead for this year to take it over next year. Alysia to reach out to Emily McFadden and Nell (both have expressed interest in getting involved with H&S) to gauge interest with either School Supply or Wreath Sale.
- **Fall Fundraiser** (Monica Juenger): Date set for November 10, OSU vs. Michigan State game. Monica to inform Mrs. Wren so she can add it to the school calendar. Thom Brex to advise of 2014 and 2016 Tailgate profits. Knights of Columbus expressed interest in teaming up with the fundraiser by providing food and beverage. Mrs. Weisner approved. First meeting held 9/10. Forming SubCommittees.

ADJOURN

