

Home & School Association Meeting Minutes

June 8, 2011

Present: Cindy Bacskai, Jane Boland, Jessica Carlson, Merridith Frediani, Barb Henderson, Amy Hietpas, Susan Joy, Yvonne Luzney, Zular Rodriguez, Wendy Wallace

Excused: Lauren Beckmann, Sara Coffou, Karen Hunt, Lisa Lesjak, Pam Mattox, Mary Poorman, Dennis Reilly, Wendy Scherwenka, Joan Schramka, Kathy Wyatt

I. Reflection

II. President's Report – Wendy

Welcome New Board! Wendy explained that she wanted to have the meeting so we can do some hand offs from the old board to the new board.

Bylaws, VP Responsibilities, and Mission Statement –Wendy discussed the St. Robert Website and told everyone to take a look at the Home & School link to see what is out there. She handed out a packet with the bylaws and each of the VP responsibilities as well. All departing VP's should meet with the incoming VP's on their own to communicate event status and hand off any historical information. Wendy read the mission statement to all present.

See e-mail from Wendy on 6/10 which included the following attachments:

- Home and School Event Calendar 2011-2012
- Home and School Events and Event Chairs 2011-2012 (as of 6/8/11)
- Home and School Board VP Responsibilities

2011-2012 Home and School Event Schedule-included in packets are the details on all the events in calendar form. Next page is all the events per category and shows all the chair positions and open chair positions.

Holy Moly Raffle-Sara will be running this again next year. Sara sent an e-mail on 6/16 requesting feedback on how the Raffle went this year and asking for suggestions for improvement.

New Events – Apple Sale and Calendar Raffle: There are two new events this year which are the apple sale and the calendar raffle. The Apple Sale does not yet have a chair so that will need to be filled soon. The other event is the Calendar Raffle chaired by Matt Hietpas. The school sells calendars and a winner is drawn every day. The goal is to sell 1,500 calendars for \$20 each. They should try to sell them all before Christmas for the New Year. It could make as much at \$18K if all the calendars are sold.

Key Leadership Positions Open - President Elect, Rummage Chairs, Auction Chairs. Please try to help recruit if you know anyone that would be interested.

III. Treasurer's Report –Wendy

Budget 2011-2012- Wendy will be sending the budget out via e-mail. The budget was cut in certain areas so please be aware that chairs might have noticed that their individual budgets are lower. Please make sure that all your chairs stay within their budgets.

IV. Volunteers – Susan

Susan is working to try to fill open event chair positions. Wendy and Susan will send information regarding volunteers and the other information that is involved in the binders.

V. Emerald Auction – Wendy and Jane

Auction Project #1 - New Location Identification - Committee created to work on this until chairs are identified (Wendy Wallace, Jane Boland, Jessica Carlson, Susan Joy - all are welcome - email Wendy if interested). Wendy will contact to her to see what progress she has made and to see if she would like to join the committee. Need to see if we can work for connections to keep our costs neutral. Wendy will schedule a follow-up meeting of the committee later in June. It was agreed we should try to book something soon as possible as availability of different venues will decrease if we wait too long. Any venue suggestions/ideas to research are welcome - email Jane. Auction Chairs for 2013 are Sally Zale and Sara Coffou.

Auction Project #2 - Documentation/Procedures - Specifically related to technology and data management. Need to document procedures to make it consistent. A committee needs to be put together to start work on this. No time frame yet - but completion by year end before next auction.

VI. Upcoming Events

Registration – August 8th-Wendy will be there.

Movie Night – August 18th

Newcomer Icebreaker – August 25th (Jessica)- @ Lake Park on a Thursday.

Welcome Back Coffee – August 31st (Jessica) first Wednesday of school

Magazine Drive Kick-Off – September 9th (Jane)

Fall Social – September 10th (Zular)

Rummage – September 30th and October 1st (Jane)- Need to find chairs over the summer. Karen Desing will coordinate volunteers. The past chairs have said they will help out in key leadership positions.

Apple Sale – September/October (Jane)

Next H&S Meeting – Wednesday, August 24th 6:30-9:00 p.m., Room 207