

# **St. Louis Home and School Association**

## **June 25, 2008 Executive Committee Meeting Minutes**

**In attendance:** Jeff Kloc, Eric Boyce, Melissa Rodriguez-Murphy, Jane Hellinger, Melinda Gates, Susan Martinez, Bea Pojman, Kris Edgerly, Laretta Reeves

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The meeting started at 7:10 p.m.

### **Minutes: (Melissa Rodriguez-Murphy)**

The minutes from the May 28, 2008 Home and School Executive Committee meeting were approved (motion by Eric Boyce, seconded by Laretta Reeves). They have been posted.

### **Principal's Update: (Mrs. Carolyn O'Connell)**

- No report.

### **President's Update: (Jeff Kloc)**

- Jeff met with Fr. Larry about the Executive Committee's preference for end-of-year funds and he approved the plan. Marsha mailed a \$25k payment toward the playground loan.
- The locker bids are coming in about \$11-15k , but there is some concern that the bases may cause the cost to go up. Eric has the bid from the parish office and the amount is closer to \$17k with the shipping.
- Per Eric's conversation with Judy Bonham, the renovations to the gym locker rooms include new partitions, new sinks, new trough urinal, new tile (already purchased) and labor. The total is right at \$10k, so it is a smaller amount than originally thought.
- Some concerns about people entering the sacristy during Sunday morning mass to retrieve the key for the safe. Melinda will send out a reminder email to people about safe procedures, volunteer subs, lists of volunteers, etc. We may just need to send out a refresher for regular volunteers and training for new ones. Also need to recruit new volunteers for some of the masses, especially 7:30am.

### **Financial Report: (Marsha Ireland)**

- No report.

### ***HSA Committee Reports:***

#### **Auction: (Melissa Rodriguez-Murphy)**

- Auction planning is moving forward.

#### **Booster: (Kris Edgerly/Susan Martinez)**

- Kris and Susan met with Coach Knapek to discuss the upcoming year's events and needs. He has a list of needs: AED device, uniforms, shirts for volunteer coaches, set of balls for each classroom to use, mounted basketball goals in the gym, new mats, lockbox for playground balls.
- Booster Club will change the way dues are collected by using a dues envelope for each family beginning the coming year.
- Some athletic fees will go up so there, hopefully, won't be a deficit at the end of the year.

- The 3v3 basketball tourney is scheduled for October 4<sup>th</sup>.
- Regular t-shirt and concession sales will continue, as will most other Booster Club events.

### **Communications: (Cindy Bodnar)**

- No report.

### **Fun Fest: (Wendy Rogers)**

- No report.

### **Fundraising: (Lara Morgan/Tabitha Adams)**

- No report.

### **Golf Tournament: (Eric Boyce)**

- Jeff is getting new ideas from other schools and is looking into Avery Ranch Club for next year's tournament.

### **Helping Hands (Veronica Navarro)**

- No report.

### **Honors Readers: (Ann Kloc/Sonja Lange)**

- There is some concern about next year's budget, whether the Honors Readers lists printing costs come out of the current or upcoming year's budget. This was a large expenditure and it has adversely impacted the budget. Eric agreed to verify with the Treasurer to ensure that there are sufficient funds to meet the goals for the coming year.

### **Labels/Box Tops: (Courtney Newton/Jane Hellinger)**

- We sent our Campbell's points on May 29<sup>th</sup>. With some bonuses recorded, we now have nearly 11,000 point in this account. There are some bonuses that haven't been added yet, so this amount should go up in August.
- Jane received the Labels for Education planning packet today. It included new collection sheets, a free tomato seed package, coordinator planning disc and a bonus offer for additional points.

### **RASL: (Sonja Lange/Lauretta Reeves)**

- See Honors Readers.

### **Receptions/Special Events: (Joanne Boyce/Ann Kloc)**

- Lara Morgan has volunteered to chair this committee along with Tabitha Adams.

### **Room Parents: (Margaret Bruns/Amy Reitmeyer)**

- No report.

### **SCRIP: (Linda Shillingburg/Yvonne Ojeda)**

- Melinda Gates will work with Yvonne to run the SCRIP program in the coming year. They will actively work to make sure that sales continue throughout the summer.

### **Supply packages: (Kris Edgerly)**

- The order was placed already and Kris did not order too many more than were pre-ordered, so there will be few late-comers who will be able to purchase supply packages.
- They will be available for pick-up during lunch the week of parent orientation in the hopes of eliminating the long lines on that evening.

### **Teacher Wish List: (Rosalie Dowling)**

- No report.

### **Volunteer Coordinator: (Kris Edgerly)**

- No report.

### ***Other Reports:***

#### **Parish Report:**

- No report

#### **Marketing Report: (Jim Lamm)**

- No report.

#### **Old Business:**

- The Executive Committee is unable to vote on the budget at this meeting since the Treasurer is not available. We will have to approve at the next meeting – possibly hold an emergency July meeting.

#### **New Business:**

- Suggestion that each committee member have a “committee binder” with the by-laws, committee notes, responsibilities, contact information, budget, etc. These binders were common in past years, but they seem to have disappeared as the years progressed. Might be worth it to begin with small binders with basic information so that there is something on which to build and eventually pass on to future committee chairs.
- Next H.S.A. meeting will take place on 08/20/2008, unless a July meeting is called.

It was then declared that all business for the meeting had been conducted. A motion to adjourn was made by Jeff Kloc, and seconded by Bea Pojman. The meeting ended at 8:24 p.m.

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Minutes respectfully submitted by Melissa Rodriguez-Murphy, Secretary for the 2007–2008 St. Louis Home and School Association.