

St. Eugene Home and School Association
Executive Board Meeting
Wednesday, December 16, 2009

Meeting Minutes

Members Present: Doug Byers, Erica Galligan, Chris Hudak, Christine Melloch, Michael Taylor, Melissa Freeman, Chuck Mickschl

Members Excused: Kevin Beisser, Dawne Manista

Call to Order: The meeting was called to order at 7:00 pm by Erica Galligan.

Approval of November Meeting Minutes: The minutes of the November meeting were approved.

Presidents Report: Erica Galligan

Book Fair: Maryann Marowski said the book fair had a good turn out. The book fair this year had the same 3 chairs as last year. Book sales have gone down over the last three years. The drop over the past three years may have had something to do with Scholastic's goals for us. The after mass turn out was good and is justifiable to continue in the future. Maryann said that the "two for books" deal was not advertised as well as it could have been. She wants to do more with this program, because all of the money stays in our library with Martha Boyle. Home and School board questioned the inventory: could the inventory be better with more choices? Mr. Taylor said that Scholastic chooses the inventory.

Gingerbread Shop: This year we had two chairs from last year and one new one, Katie Denton. They had a fair amount of old product to use, but also did do some shopping. After the Gingerbread shop closed the chairs tossed or donated some of the old non-selling items. All three chairs are committed again for next year. They also have plans to shop after Christmas for next year.

Candy Cane Craft fair: The concessions made \$100. Some of the vendors complained that there were not enough people coming through. Nancy Roessler said that it might take a few years before it really takes off, but she was happy with the turn out for the first year. We will make money on the vendor fee.

Principal's Report: Principal Michael Taylor

Kindergarten Recruitment Coffee: We had eight families attend with no advertising this year, only word of month. Last year when we did advertise, four families attended.

Conferences went well.

Advent Prayer Services: Mr. Karwczyk, a seminarian intern, held services one morning a week for 15 minutes.

Christmas concert: This year's concert went well.

PR Materials: We are looking to update PR materials. VIP took pictures of our school and teachers. We are hoping to update the website in January.

K3 program: Compared to other Catholic schools the price we are considering charging is cheaper. We would charge \$1250 per child for 3 days a week. The organizers think that this is the year it would work to start a preschool due to the large pool of possible students to draw from. Would it be reasonable to use the Home and School funds to pay for the expenses to update the classroom? We cannot approve the expense until the general meeting. \$2000-5000 is the estimated cost for the update. Could we take it out of reserves?

Director of Administrative Services Report: Doug Byers

Financially we are keeping pace with last year. The finance committee meeting was last night. There were questions about other checkbooks being used by other organizations within St. Eugene's parish. The committee would like to ensure these checkbooks are being managed properly.

Dinner auction planning is going well. The gym will be used for the auction part, and the dinner will be in Mackin Hall.

Doug needs the names of the teachers for the gift fund to add the money to the last payroll of this year.

Vice President's Report:

We will need a new vice president for next year. Kevin was looking for suggestions.

Treasurer's Report: Chris Hudak

Budget Report: Budget was handed out and discussed. We are close to our goal for the year. Most of our fund raising is done in the beginning of the school year. The book fair total was \$840.67. Our final number for the rummage sale was \$14,003.65. Kohl's cards have been given out to the teachers. The gift fund money for the teachers has been collected. In the future, would teachers like cash and not the Kohl's card? Taylor will ask the teachers to see their response.

School Board Liaison Report: Christine Melloch

No report. They did not have a meeting.

Parliamentarian Report: Chuck Mickschl

No report

Adjournment: 8:00 pm

Next Meeting Date: Wednesday, 20 January 2009