

Holy Family Home and School Association
(Unapproved) Meeting Minutes
April 15, 2014

Present: Jennifer Boom, Heidi Eiyneck, Bonnie Massmann, Lori Ehlert, Tina Meyer, Nancy Schulzetenberg, Debbie Moritz, Barb Fischer, and Jill Roerick.

Call to Order: Bonnie began the meeting at approximately 7:05 and led us in prayer.

Approval of Agenda: The agenda was reviewed and approved.

Approval of Minutes from January, 2014, Meeting: Debbie made a motion to approve the Minutes from the January, 2014, meeting. Lori seconded. All in favor. Motion carried.

Review of Finances: Bonnie handed out the financial report for everyone's review. Bonnie mentioned that we exceeded what was budgeted in almost every fundraising area. There will be an estimated carryover in the budget of \$16,000 - \$17,000. \$8,500 was the budgeted amount.

Marketing Committee Report: The Marketing Committee has done a wonderful job promoting the school. Debbie reported that they will continue to work on improving marketing.

SCRIP: Tina reported that all continues to go well with SCRIP. Ordering SCRIP through the portal was discussed. It was mentioned that this would be a good way to also order SCRIP in the summer months. It was also mentioned that it would be a good idea for a parent who regularly uses SCRIP to speak on how SCRIP can financially benefit a family. It can reduce, or possibly even eliminate, a lunch account bill. Having a monthly standing order was also brought up and discussed. Freeway Liquor has raised their percentage. It would be wonderful if more businesses would consider doing the same. It was mentioned that in appreciation, it would be a good idea to send thank you notes to all of the participating businesses. Additional opportunities to sell SCRIP were also discussed.

Breakfasts: Heidi reported that the breakfasts this past year have gone well. The chairs will meet this summer to go over the worker slots. Bonnie mentioned that it is her understanding that Catholic United Financial is interested in doing more funding to the religious education program. If Catholic United Financial does not continue hosting the two matching grant breakfasts as they have in past years (held in October and December), the school will host these two breakfasts. To secure the breakfast dates, Bonnie has booked our four breakfast dates for next year.

Carnival: Jen mentioned that it would be a very good idea to brainstorm ideas and opinions for the carnival at a meeting open to all parents. A note, or extra flyer, should be put in the newsletter to invite all parents so everyone has the opportunity to share their ideas and opinions.

Debbie volunteered to put a flyer together. This meeting will be held Tuesday, May 6th, at 7:00. A suggestion was made to avoid scheduling the Carnival on Super Bowl Sunday (February 1st) and possibly considering February 8th. A date should be put on the parish calendar soon.

CUF Raffle: Bonnie indicated that the CUF raffle profit came within \$600.00 of what was budgeted. Ideas were discussed on how to improve ticket sales.

It was mentioned that families should be reminded about how our school is funded and the importance of our fundraisers. A suggestion was made to have a parent speak at open house about this. It was also suggested to have parents wear name tags at the fundraisers they are working at as a way to get to know new families and also for them to get to know others.

Pasta Dinner: A profit of \$1,574.00 was made which was an increase from last year's pasta dinner. Julie did an awesome job cooking and would be willing to do so again next year. Leftovers went to the lunch program or were sold. It was decided not to do a pasta dinner again next year and to rely on the profits from the four breakfasts. Discussion was also held regarding having an adult social event or a mystery dinner. Ideas were discussed.

Golf Tournament: Bonnie took care of the chair duties for the Golf Tournament. Letters have gone out to all of the past donors. Also anyone who has golfed in the last 4 – 5 years has been e-mailed. There are approximately seven committee members. It was noted that proceeds from the tournament go into the general fund.

Meat Raffles: Bonnie mentioned that the meat raffles are going well. Some of the funds raised still need to come in.

Spirit Wear Sale: Orders for Spirit Wear are due tomorrow.

Parent Volunteer Requirements/Current Job Assignments: Discussion was held regarding what the volunteer requirements for fundraising should be. It was suggested that guidelines be in writing. Age requirements for volunteer family members were also discussed. Having a designated number of worker slots required to be filled during the year by each family was discussed. If a family wants to opt out of volunteering for fundraising they are required to pay \$950.00, or \$250.00 per event (based on four). It was also mentioned that both parents need to work the Carnival. Requirements for other fundraisers were also discussed. Chairpersons will need to update the lists of how many worker slots need to be filled for their event. This needs to be figured out by June or July. Discussion was also held on whether it is still necessary for families to be assigned to a specific breakfast or if families can sign up for any of the four breakfasts.

Heritage Days: A suggestion was made to have a playhouse built for Heritage Days/Church Bazaar. Chances could then be sold by volunteer parents during this weekend. Donation of

building materials was discussed. Tina will e-mail Melissa Gerads regarding this.

Rummage Sale: Having a rummage sale the first weekend in October was discussed. This is also the weekend of our first breakfast. The rummage sale could also be a fun way to end the week of the Service-A-Thon. (It was mentioned that we are still in need of a chair for the Service-A-Thon). Donations for the rummage sale could be dropped off after masses. Donations could be accepted from May – October. Mother Setons Store would probably be willing to take some of the leftover items. Having a vendor expo along with the rummage sale was discussed. There would be a charge for the vendors plus it should help to bring in more people. Having a luncheon with soup and croissants was also discussed. A suggestion was made to have preorders for the soup. The weekends of October 4th and October 11th were discussed as possible dates for the rummage sale.

2014-2015 Budget – Parent Credits: Bonnie mentioned that she had a discussion with the Board regarding giving school families a credit for the 2014-2015 school year as a result of the larger carryover amount. A suggestion was made to cover the snack fee paid by families for the 2014-2015 school year and to leave the rest in the budget for some extra cushion.

Teacher Appreciation Week: Discussion was held regarding teacher appreciation week which is May 5-9.

Other: Advent calendars will be sold again next year after successful sales this past year. Also, Nancy will take care of scheduling next year's book fair.

Chair Positions: Jen Boom will move to the Chair position, Nancy Schulzetenberg will remain on as Treasurer and Jill will remain on as Secretary. Barb Fischer was nominated to be Vice-Chair. All in favor.

Adjourn: Lori made a motion to adjourn. Debbie seconded. Meeting adjourned at 9:30.

Next Meeting: September, 2014.

- Submitted by Jill Roerick, H & S Secretary