

Parent Club Board Meeting Minutes

Meeting Date: November 8, 2018

Meeting Attendance	8/16/18	9/13/18	10/11/18	11/8/18							
Tyler Gould	x	x	x	x							
Christine Baker	x	x	x	x							
Claire Turner	x		x	x							
Claudia Hernandez	x										
Tatiana Reeves											
Cathy O'Connor	x	x	x	x							
George Andrews		x									
Janel Sohler		x	x	x							
Lesley Lindell	x	x	x	x							

Topics of Discussion:

1. Approval of Minutes

- The Board approved the minutes from the previous Board meeting on 10/11/18
 - Claire motioned, Cathy second the motion
 - All others present were in favor

2. Treasurers report

- Claire will email out the one page recap to the board within two weeks
- No unexpected expenses

3. SCRIP Update-Janel will email her report to Christine to update within the notes

- Last month dutch went up 5% all the 15% cards have been sold we are currently only selling 20%
- Baja Fresh has increased to 15% for a short time
- Columbia has new passes that expire January 19th
- Training for the new sellers is almost complete 4 new sellers
- SCRIP has no subs
- Still only selling Monday, Wednesday, Friday
- Selling after the Spanish Mass on the first Sunday of each month
- Cathy is working on building up what is in stock for holiday gift cards
- Parent club has already written a \$20,000 to SCRIP for holiday sales
- Cathy is making sure that all volunteers are up to date on their volunteer requirements
- SCRIP information video for new families is on hold as of now
- total rebate \$1,866, still have 77 families participating and 30 families that use PrestoPay

4. Wreath Sales

- Claire has all the numbers: this is the best year we have had in wreath sales ever
- Net earned for sales \$6,688
- Numbers are draft at this current time waiting for final confirmation
- Because prices increased we were able to make new margin
- Better push to the families in the informational letter that is sent to 4th, 6th, and 8th grade parents about the requirements for volunteering and cost for each event
- What is the per student cost for each event?
- What we raise within these sales we give this directly back to the school
- Tyler is going to manage the distribution
 - Cathy delos Reyes has the data
 - Trish Lux has run it
 - **Claire** will email Tyler the contact info for both of them and the final pieces that are needed to submit to Farmington Gardens
- Next step is finalizing everything with Farmington Gardens

5. Staff Appreciation

- Embassy Suites on Evergreen and Stucki gave the contract to Cathy
- Set up from 5:00-10:00
- December 1st
- Approx. 50 people
- Cathy will get a deposit from Claire
- Cathy will also deliver the invitations
- For Christmas Cathy would like to do the 12 Days of Christmas for the staff
- Cathy can email out from the parent club and try to involve parents

6. SAC update

- Put out the financial report to the community at large
- last year we were \$100,000 over budget for the school and parish
- money came from staff overtures
- Both church and school had a very good first quarter
- Goals: Fr. Lucio has tasked all of the councils for short-term goals
 - Look at marketing
 - Communication—include Alumni within this and reaching out to them
 - Finalize the roof—no longer SAC concerns and going to the building committee and how we should proceed
- Communications:
 - User friendly and clean it up
 - Communication coming from the school, school website, etc.
 - Good feedback on Social Media
- Auction report things are going well so far
- Brown bags will be coming out this weekend

7. Look ahead at Calendar

- Christmas cookies social 12/13/18

- What is the budget? Claire would not be comfortable going over \$200
- Have a volunteer sign up for parents to help serve
 - Hot coco?
 - Cookies
 - Volunteers needed to hand out cookies, set up hot coco, cold water to drink
 - Need a flyer created for parents to know about after the Christmas Program (just the evening program)
 - **Tyler** will email this information to Claudia

9. Open Positions

- Jog-a-thon Director (possibly George)
 - **Lesley** will confirm with HSD the date for the Jog-a-thon
 - **Christine** has updated the Jog-a-thon packet for this school year
 - **Tyler** will reach out to George and Alexis Jackson who has expressed interest in joining the board
- Treasurer
- Script selling team coordinator
- Script Business Customers Rep
- Script Sellers

10. Open Topics

- School garden—Lesley runs the school garden. Lesley is going to meet with the parties that are interested in the garden and develop a master plan for the garden
- Budget 2019-2020—Lesley will meet with Claire and in January will get into the budget and Lesley needs to present to Admin Council by the end of January
- Board needs to give Tyler some talking points so that Lesley can interview Tyler for one of Lesley's video updates—**everyone send Tyler an email with our three top talking points about Parent Club for Tyler**
- Lesley needs a list of the room parents regarding classroom parties, budget for this

Next meeting will be Thursday, January 10th 6:30p.m. at Primrose and Tumbleweed