

St. Michael the Archangel Catholic School
PTO General Meeting Minutes
January 12, 2010

The St. Michael School PTO General Meeting was held on Tuesday, January 12, 2010, at 7:00 pm in the Archangel Centre Gallery.

In addition to Principal Dr. Sarah Wannemuehler, 61 parents and teachers were in attendance. Included were PTO Board members President Kelly Garnett, Vice-President Fundraising Jennifer Clark, Treasurer Kermit Dowdy, Vice-President Volunteers Christine Danuck, and Vice-President Educational Programs Liz Riegel. Also in attendance were outgoing PTO Board members President Laura Grelck and Vice-President Fundraising Jenipher Free. Vice-President Social Doris Tobin and Secretary Ron Ewing were not present.

Welcome / Opening Prayer – Kelly Garnett, President

Kelly welcomed the parents to the meeting and led the group in the Lord's Prayer. She invited Dr. Wannemuehler to present school information before getting to PTO business.

Principal Update – Dr. Wannemuehler

Dr. Wannemuehler thanked everyone for coming and reminded them that the following night was Chick-Fil-A and Kilwin's fundraising night and that she and several teachers would be on hand at Chick-Fil-A to serve drinks and work the Spinning Wheel. She said that this fundraiser was a way to have "dinner and a show" by then attending the school's Band and 5th Grade Guitar Concert at 7:00 pm.

She then spoke about the Capital Campaign results to date. Dr. Wannemuehler found out from Monsignor Tim O'Connor that day that we may have close to the required \$300,000 in cash-on-hand required to begin February/March construction of the new St. Michael School Phase II, which will include a chapel, a nursery for the children of the teachers, a gymnasium, a stage and six additional classrooms. Msgr. Tim was awaiting word from the Diocese of Raleigh on whether a particular stock donation of \$46,000 was a new donation or is a fulfillment on an existing pledge. This determination will clarify whether we move forward with construction and should be known presently.

President Update – Kelly Garnett

Kelly recognized outgoing President Laura Grelck and VP Fundraising Jenipher Free for their service to the PTO Board and to St. Michael School. Laura during her term as President ensured all PTO events ran smoothly and left the legacy of the popular PTO Express Newsletter. Jenipher stepped into her position without the benefit of shadowing a former VP and was able to grow fundraising to new heights with events such as Casino Night, plant sales and two Jolly Elf Trail Runs. Kelly gave each a gift card in thanks.

She reminded parents that the Lollipop Sale was in full swing in support of the 4th Grade Light the World effort to give to the American Cancer Society. This Sale is the fundraiser behind the annual Mini-Relay for Life in which students walk in for six hours in prayer and honor of those affected by cancer.

Bowling Night for the 5th and 6th Graders is January 22 from 7-9 pm and payment is due to the school office by January 20.

The 7th and 8th Grade Dance is also January 22. An error was made in earlier communications on the time of the event: it will be held from 7:30-9:30 pm.

Kelly next asked that people consider volunteering for Angel Bucks in the upcoming school year. As many of the current Angel Bucks volunteers will be leaving, there are spots open for two chairs, and volunteers for each Tuesday and each Thursday are needed. Tuesday volunteers work from 1-3 pm and Thursday volunteers work from approximately 9:00 am – 1:00 pm. She then passed around a sign-up sheet for those interested.

She then asked that parents consider working on the Nominations Committee to help gather information and create ballots for the upcoming PTO elections. A sheet was passed around for volunteers.

New volunteers are needed to run for the 2010-2011 PTO Board. She asked parents to consider nominating themselves or friends to help and passed around a sheet for sign-up volunteers.

The following proposed (see below) PTO By-Law changes had been previously sent to parents via email and were handed out at tonight's meeting with the agenda. The proposal reworks the terms of the PTO President and VP Fundraising to coincide with a single school year versus having both positions shadow for the first semester and then execute their positions in two semesters that cross school years. Additionally proposed is expanding the VP Fundraising position to include two people, as fundraising has grown to be too much for one officer. Finally proposed was holding elections in March versus April to allow the incoming President and Vice-President time to shadow in April and May.

The proposed changes were voted into effect by the audience. Changes are indicated in red and By-Laws will be updated to reflect the voted changes.

NEW BY-LAW WORDING CHANGES:

Article V BOARD

Section 2- Officers to be elected for each school year are as follows:

- a. President Elect – will serve six (NEW: two months as elect and then one year as President, with previous President acting as advisor first four months; President finishes 18-month term as four-month advisor for next President) months as elect and then one year as President (18 school-month commitment)
- b. TWO Vice Presidents Fundraising Elect – will serve for six (NEW: two months as elect and then one year as Vice Presidents Fundraising, with previous Vice Presidents Fundraising acting as advisors first four months. VPs Fundraising finish 18-month term as four-month advisors for next VPs Fundraising) months as elect and then one year as Vice Presidents (18 school-month commitment). Duties will be divided as evenly as possible between the two Vice-Presidents Elect according to time and skill.

Article VIII ELECTION OF OFFICERS

Section 1- Procedures for election:

- g. The board members shall be elected during April (NEW: First week in March) through the email voting system that is currently in place.
- h. (NEW: President-Elect and VP Fundraising-Elect will be installed at the April Board Meeting and will begin shadowing immediately; other) officers shall be installed at the May General Meeting and will serve for the next school year.
 - i. President/President Elect, and VP Fundraising VP Fundraising Elect can only serve their 18 month year term. (NEW: in which the last four months will be in advisory roles to the newly elected President and Vice-Presidents Fundraising as the new school year begins) All other positions shall be eligible to serve for no more than two (2) consecutive one-year terms in the same office.

She then told parents to look for a flyer in the Wednesday letter inviting them to attend with their interested 5th-8th grade daughters an information session on January 20 about a potential start-up girls' Lacrosse club team. As a first-year team, the team would not be funded by the school or the PTO, and that student interest is high.

PTO Funds Update – Kermit Dowdy, Treasurer

Kermit presented an updated year-to-date performance-to-budget report. Currently all fundraising events that have taken place are on track to meet or exceed projected income. There are several social events that can add to our income for the year such as Family Bingo Night. The one big fundraising event that will drive our numbers this year is the Auction on March 6th. We need everyone's support at this event this year to raise the projected \$100,000.

Our expense accounts are all within budgeted amounts as well. Some accounts such as Technology and Capital Building Improvements have been exhausted for the year. It was mentioned that a copy of the current performance-to-budget report will be in the minutes for the meeting when posted to the school website. Kermit asked that if parents have any questions concerning any of the data to please feel free to e-mail him.

Financial information was presented as follows:

St. Michael The Archangel Catholic School Performance-to-Budget Current Year as of January 12, 2010

	<u>Budget Amt</u>	<u>YTD Amt</u>	<u>Variance Amt</u>
Fundraising Accounts			
• Angel Bucks	\$20,000	\$13,342.13	(\$6,657.87)
• Jolly Elf Trail Run	\$13,000	\$14,805.09	\$1,805.09
• Auction	\$100,000	\$4,875.78	(\$95,124.22)
• Original Artworks	\$2,000	701.45	(\$1,298.55)
• Plant Sales	\$2,500	\$3,683.50	\$1,183.50
• Sports Concessions	<u>\$0</u>	<u>\$262.05</u>	<u>\$262.05</u>
Totals	\$137,500	\$37,670.00	(\$99,830.00)
Social Accounts			
• Book Sales	\$500	\$0.00	(\$500.00)
• Family Bingo Night	\$2,000	(\$200.00)	(\$2,200.00)
• General PTO (Misc.)	\$1,000	\$5,492.15	\$4,492.15
• Middle School Dances	\$650	\$465.91	(\$184.09)
• Saint Nicholas Shop	<u>\$500</u>	<u>\$2,041.41</u>	<u>\$1,541.41</u>
Totals	\$4,650	\$7,799.47	\$3,149.47
INCOME ACCOUNT TOTALS	\$142,150	\$45,469.47	(\$96,680.53)
Expense Accounts			
• Athletics	\$19,536.52	\$7,188.20	(\$12,348.32)
• Capital Building Improvements	\$13,902.39	\$13,902.29	\$0.00

• Fine & Performing Arts	\$10,487.78	\$10,511.73	\$23.95
• Library	\$2,793.48	\$2,378.28	(\$415.20)
• PTO Administration	\$1,726.83	\$305.40	(\$1,421.43)
• Reserves & Endowments	\$12,471.13	0.00	(12,471.13)
• Spiritual & Educational Enrichment	\$6,134.13	\$242.54	(\$5,891.59)
• Student Activities	\$14,708.26	\$636.93	(\$14,071.33)
• Teacher & Admin Support	\$9,141.43	\$5,543.81	(\$3,597.62)
• Technology	<u>\$23,170.65</u>	<u>\$23,171.00</u>	<u>\$0.35</u>
Totals	\$114,072.60	\$63,880.28	(\$50,192.32)
Total Earnings	\$28,077.40	(\$18,410.81)	(\$46,488.21)

Fundraising: Recent Results and Upcoming Events – Jennifer Clark, VP Fundraising

Jennifer reviewed the results of the December 12 Jolly Elf Trail Run. This St. Michael School event had 710 participants and raised \$14,300. She thanked her co-chair of the event, Cid Cardoso, for his leadership and help in driving this successful fundraiser. She also thanked Annette Bloomberg, Mary Zahn, Colleen Baker, Heidi Cooke, Kecia Mrus and the 50+ other volunteers who worked so diligently to make the Jolly Elf Trail Run a huge success.

She reminded parents that the school's Phoneraiser fundraiser is continuing this week. She thanked Adele San Miguel and her company, Kachengo, for sponsoring this event. Jennifer asked parents to put old cell phones, chargers and batteries in a Ziploc bag with their child's teacher's name on it. St. Michael School will receive a minimum of 20% back to the school when Kachengo resells the old phones. Thus far, we have collected 54 phones and one family sent in 16 phones. Kachengo will accept cell phones that do not have chargers or batteries.

She followed up on Dr. Wannemuehler's reminder that Chick-Fil-A and Kilwin's Night was tomorrow night from 5-8 pm and 5-9 pm respectively and coincided with the Band and 5th Grade Guitar concert at 7 pm. She mentioned that at Chick-Fil-A, Dr. Wannemuehler, Mrs. Dandurand, Mrs. Rudiger, Mrs. Munoz, Mrs. Sunday, Mrs. Tinsley, Mrs. McClellan, and Mrs. Langevin will be on hand to help with the evening and to come out to see our principal and teacher and support our school.

Jennifer said that on Saturday, January 30, our Family Bingo Night will be held and this year's theme is Under the Big Top. Jack Astor's will be providing dinner again this year. Registration packets are due Friday, January 15. She thanked Debbie Mallon, Patty Karpus and Christina Fanney for all of their hard work on

this always highly anticipated event. These chairs have come up with 13 themed raffle baskets for the evening and include: iPod Nano, Crafts, Camera, Wii Console, Girl's Bike, Boy's Bike, Nintendo DS, and more. Volunteers are still needed to help.

She next introduced Laura Usher, co-chair of this year's Decade of Dreams Auction, to tell about our upcoming auction and gala.

Decade of Dreams Auction – Laura Usher, Auction Co-Chair

Co-chairs of this year's auction are Laura Usher and Colleen Ueland. "A Decade of Dreams" Dinner and Auction will be held on March 6th at Prestonwood Country Club. Invitations will be mailed out on February 8th and the ticket price has been lowered to \$65 per person in an effort to get more people to attend this event. The format will be changed slightly this year by offering a stationed dinner versus a formal sit-down dinner. We hope that by doing this, guests will have more time to socialize and visit the silent auction tables. The silent auction will be kept open later this year to allow everyone the opportunity to bid on items they would like to buy. People will still have reserved tables so they will be able to sit with who they wish to sit with by filling out the names on the back of the response card included in the invitation.

The band for the evening is Stone Age Romeos out of Raleigh. They are a fun band that plays a wide variety of music from Top 40 to Hip-hop.

The master of ceremonies and auctioneer is Wes Hoenstein, who is the chief meteorologist for NBC-17.

Michelle Simmons is the Wall of Wine (WOW) chairperson, and was present to collect bottles of wine at the meeting.

This year the WOW will be located on the upper balconies of the ballroom, with one side featuring bottles of red wine and the other featuring white wine. A flyer will be sent out in Wednesday's folder giving more detail on the WOW and how to donate. On the middle level a Martini Bar will offer five signature martinis and Sandy Lyons was thanked for her sponsorship of the Martini Bar.

Maryanne Lutz is again the Acquisition Chair this year. Her team has already gathered some great items such as Red Sox tickets, a round of golf at Shinnecock Hills in Southampton, NY, Hurricanes package from the Ward family, and a pontoon boat tour of Jordan Lake. We need many more items and we want a wide variety that will appeal to many people. A flyer was included in the handouts that gave suggestions and ideas of the types of items we are looking for. One fabulous item that has been donated is a set of braces from the

McClure family. Scott McClure is a new orthodontist in the area and he and his wife, Jennifer, have a daughter in Kindergarten at StMS. Jennifer brought some business cards for interested people to take one and make an appointment for a consultation prior to the auction.

Rosa Messer is working with the teachers to come up with some ideas of outings that would stimulate a lot of interest. She is also working with Mrs. Amos and Mrs. Garolomon. with art projects that they have incorporated into their curriculum and each grade will submit a project to be sold at the auction. The very popular school items such as the All-Grade Lock-In and Reserved Carpool Space will again be offered.

Sue Grieb is again in charge of the School Baskets. This year the baskets will be raffled off and we are focusing more on quality versus quantity. Each basket will feature one larger, more expensive item along with other smaller complimentary items. People who cannot attend the auction will have an opportunity to participate in the basket raffle as well. Sue had an example of the Gift Card Garden that will be made of \$25 donated gift cards and will be raffled off along with the other baskets.

Laura Grellck is the Sponsorship chairperson and has approximately \$17,000 in verbal commitments so far, but we hope to reach the \$25,000 in order to underwrite most of the costs of the event. With any \$2,500 sponsorship or above, a two-year sponsor sign on the fence around the sports fields will be given. Sponsor and donation forms are available in the back of the room for anyone interested. All information and forms will be available on the auction website by next week. This information will include the catalog of all donated items.

The Duke/UNC basketball game is also the evening of March 6th and Prestonwood is able to broadcast the game in the ballroom on two large screens without sound for those who are interested.

We still need more volunteers to help make this event a success, so please contact one of the co-chairs if you are interested in helping.

Finally, Laura drew parent Mike Keleher's name from a bowl of papers to receive a complimentary ticket to the Auction. A parent who had formerly won this complimentary ticket at a PTO meeting had donated it back to the school.

Volunteer Recognition – Christine Danuck, VP Volunteers

At each of the PTO General Meetings this year, the PTO Board has recognized a Volunteer of the Month. The PTO Board recognizes Bill and Gis Donovan as the January Volunteers of the month.

Bill and Gis have two children attending St. Michael School. They have both generously shared their time and talents with our school community during their years at StMS. This is the third year Gis has organized the Original Art Works program. She is also an 8th Grade Room Parent, and is involved in various other committees such as: Hot Lunch, Book Fair, Ice Cream Social, Teacher Appreciation Week, Jolly Elf Trail Run, Thanksgiving Baskets, and Jesse Tree. This is Bill's ninth year as the coach of the Boy's JV Basketball Team and his third year as the announcer for Family Bingo Night, and he emcees the Jolly Elf Run.

Christine thanked the Donovans for their ongoing support and dedication to St. Michael School and presented them with a Visa gift card in thanks.

Speaker Introduction – Liz Riegel, VP Educational Programs

Before introducing our guest speaker, Liz announced that this year's Lenten book group will meet on Tuesday morning during Lent. She also told us that Father Michael Spurr will return for another morning coffee and discussion on Wednesday, March 24.

She next introduced the night's guest-speaker, Mr. John Panepinto.

Guest Speaker: John Panepinto

John inspired the crowd with ways that we can find balance during uncertain times.

Conclusion – Kelly Garnett

Kelly thanked John for his inspiration about his four gifts for balance. She asked parents to please take a walk around the room before leaving, as art teacher Mrs. Amos was kind enough to display tonight some artwork from our third-graders and Pre-K students. The third grade art was inspired by the painting, The Scream. Pre-K is studying lighthouses, and they have provided lighthouse artwork. She let parents know that John Panepinto's book was available in the back of the room for purchase should parents be interested. She again thanked parents for coming.

The meeting adjourned at 8:12 pm.