

ST. GILBERT SCHOOL Family School Association
December 2, 2011
9:30am Multi-Purpose Room

Welcome and Prayer

Mrs. O'Connor

- Starting the budget for 2012/2013 school year. So far, 67% of families have indicated their intentions for next year.
- TAP – formal financial assistance program will be announced soon. Hired a company to help analyze applications to help make recommendations.
- Students donated \$2900 to Feed My Starving Children
- Sending Christmas cards out to Grandparents Club

Business issues

- A. Thank you's to Committee heads: Christine Delahunty for her hard work on the book fair during conferences.
- B. Reminder to keep track of volunteers for FSA events.
 - 1. Send thank you's after events
 - 2. We will be using this information at the end of the year.
 - 3. List of volunteers can be sent to us now
- D. Reminder about shadows for next year
 - E. Email blasts - send to Mrs. O'Connor on Thursdays to go out with weekly reminders on Friday

Treasurer's Report

- Diane Yatteau will be stepping down at the end of the school year. Deidre Schneider will be taking over.
- Bank that FSA works with has changed our fees
 - \$4.50 charge for re-deposits and insufficient funds
 - starting 1/1/12, we will be sending invoices to families that incur these fees
 - may check with Mary Johnson, business manager for the parish, about the possibilities of changing banks
- Financial information from committees needs to be improved.
 - when checks are given to Diane they need to be totaled and Diane needs to know exactly what the checks are from

- fill out reimbursement form when giving Diane receipts
- reimbursement form is on the St. Gilbert website
- checks for deposit should be given to Diane in a timely manner
- discussion regarding use of a template or form for financials from committees

IV. Committee Updates

A. Hospitality (Angela Gargiulo)

- a. Teacher appreciation dinner went well at conferences. Food from Salutos was very good.
- b. Teacher gifts will be delivered to classrooms before Christmas.
- c. Teacher's Winter Luncheon will be on January 18th from 11-12. We will be asking all the room mom's to cover during the luncheon. We will also need to provide coverage for the office staff.

B. SGS Rocks (Sara Thigpen)

- All food and entertainment has been confirmed.
- We have secured many sponsors including Carmel High School
- December 5th is the deadline for sponsors to be featured on beer steins and t-shirts
- Will be selling t-shirts and hats for \$10 and beer steins for \$8
- Have secured all silent auction and live auction items
- Committee will be selling tickets and marketing items at the upcoming Christmas concerts
- A flyer will also be sent to buy marketing items
- Hoping to hire maintenance staff to help with clean-up. A letter has been sent to the St. Gilbert maintenance staff.
- Need to get receipts for auction items – tax receipt as well as a certificate with what they have won

C. Family to Family (Rachel Hoffman)

- Ornaments for new families will be distributed next week.
- Michelle Cox will also be helping with Family to Family this year

D. Book Fair (Christine Delahunty)

- Was a big success, thank you to all who helped and came to shop. Thank you to our teachers who continue to encourage our students to read.
 - As of now our, sales show over \$8,000. Approximately 80 new books have already been added to our library at a value of over \$800, and there will be more profits to spend as we continue to upgrade our library with the latest titles.
- E. Restaurant Nights (Mary McKay)
- Culver's went very well, as did Dominoes – thank you to all for supporting SGS through these nights.
 - No Restaurant Nights are scheduled for December due to the busy time of year.
 - Next year we will do less nights out but focusing on those on which we've done well in the past.
 - Mary is also working on a night out for parents only at Wine Knows paired with Lovely Thai.
- F. Hot Lunch (Brooke Porembski and Kim Schlicksup)
- Everything is going well, second order was just completed.
 - On Bonkers on Main day not enough condiments were available. Lauri Leahy suggested making the left over ketchup from Field Day available for Hot Lunch Committee to use whenever needed. It is locked up in the Concessions room, welcome to use it anytime. Bonkers on Main will be contacted re: condiments and asked to provide more as well.

- VI. Open Discussion
- None