



# SAPTO General Membership Meeting Minutes

January 9, 2017

## I. Call to Order (Adrienne Lew)

- a. President Adrienne Lew called the meeting to order at 7:04 pm in the school cafeteria. Board members present are Ken Wu, Rose Gee, Alice Chew, Rene Batt and Scott Spertzel.

## II. Opening Prayer (Fr. Dan Nascimento)

## III. Pledge of Allegiance (Adrienne Lew)

## IV. Approval of Minutes (Adrienne Lew)

November minutes were posted on the school website.

(m/s/p): 1<sup>st</sup>: Bonnie Cheng 2<sup>nd</sup>: Tom Delmundo Passing: Carried

## V. Treasurer's report (Adrienne Lew for Rose Gee)

October 31th Balance:	\$ 54,877.35
Deposits:	\$ 68,596.24
Disbursements:	\$ 62,188.12
December 31st Balance:	\$ 61,285.47

A reminder to all event chairs, to submit all receipts to our Financial Secretary within a month of the close of the event. Also, any request for budgets for upcoming events should be made at least a month prior to the event.

## VI. Auditors Report (Adrienne Lew for Rene Batt and Scott Spertzel)

- a. The audit has been completed by the auditors and they are finalizing the report and we should be ready to present at the next Board meeting – Feb 13<sup>th</sup>. They have also completed a mid-year Scrip inventory over the holiday break.

## VII. Pastor's Report (Dr. Dan Nascimento)

Thank you for the generous gift during the holidays. We are always looking for ways to involve our youth, grandparents, and our community. Rachel had a good idea to have kids ask their grandparents for recipes and meals were made. It was a heart-warming event and special event. Music is a big part of our lives. Promotes leadership and provide opportunity for talents and help/develop their education. Music is a wonderful gift for themselves but also for the parish community. High school/clergy letters were completed. Volunteers should think of 3 S – Social, Service and Spiritual.

### **VIII. Principal's report (Mr. Thomas White)**

Ms. Creedon spoke on behalf of Mr. White who was unable to attend. Thanks and acknowledgement was made to the 4<sup>th</sup> grade teachers – Ms. Der and Ms Sturges. Reminder on Feb 2<sup>nd</sup> – Confirmation is coming up. Ms. Meek and Ms. Kelly went to St. Anthony's and some students found out and joined them. The willingness to volunteer without being asked is nice to see and is a way of giving back to catholic community. Feb. 1<sup>st</sup> is Grandparents Day. The event will be held in the cafeteria and gates will be open at 11:00 am for parking. Kids will come down to join them at 11:30. Catholic School Week is during the week of Jan 29<sup>th</sup> and everyone is welcome to attend the mass on Sunday and Open House. This Open House, the 25<sup>th</sup> and 50<sup>th</sup> Alumni classes are invited to attend so please register. Thank you to Pui Yee and Rhonda for organizing and getting St. Anne accepted into the Chinese New Year parade. Special seats are being offered for sale as well. Volunteers are needed for the morning drop-off, so if hours are needed, please volunteer.

### **IX. Committee Reports**

#### **a. Athletic Department**

- i. Crab Bash will be held on February 11<sup>th</sup> – Note: Same day of Chinese New Year Parade
- ii. Boys Volleyball has been added to the Spring Season running from Feb 26<sup>th</sup> – April 9<sup>th</sup>. If you are interested, more information is available on the Athletic Department website.

#### **b. Sunday Hospitality (Adrienne Lew for Michelle Liwanag)**

- i. The Christmas Celebration was held on December 11<sup>th</sup>. A total of \$569.04 was spent on the lunch and miscellaneous supplies.
- ii. Thank you to Michelle Liwanag and all the volunteers who made this a memorable event.

#### **c. Afterschool Treats (Adrienne Lew for Kimmie Goldkrantz)**

- i. Smores were sold on Friday, January 6<sup>th</sup> and netted a profit of \$135.00
- ii. The next AST will be April 7.

#### **d. Uniform Exchange (Adrienne Lew for Connie Ng)**

- i. A total profit of \$49.00 was made at last month's uniform exchange

#### **e. SAPTO Hospitality (Adrienne Lew)**

- i. Thank you to Cindy and her hospitality team for preparing our delicious dinner tonight. Cindy spent a total of \$273.61 for last month's SAPTO meeting dinner.
- ii. I'd also like to thanks the 4<sup>th</sup> grade parents for their service tonight as well as the teachers: Ms Der and Mrs. Sturges who here tonight

#### **f. Scrip (Adrienne Lew for Diane Iwata/Jane Pun)**

- i. Even though we just got back from winter break, it is never too early to start

planning for your next family adventure. Thinking of going to Disneyland during Easter break? You can order Disneyland cards to purchase tickets, [hotels.com](https://www.hotels.com) for accommodations, and gas cards for the road trip. Please stop by the Scrip table for more information.

**g. SAPTO Administrative Expenses**

- i. SAPTO sponsored \$100 to sponsor parish Mass Missal books

**h. Christmas Show (Adrienne Lew for Min Min)**

- i. The Christmas show was held on December 15 and a total of \$271.85 was spent on food and refreshments. Thank you Min Min Sun and all the volunteers for all your efforts.

**i. Toner Recycling (Adrienne Lew for David Abrams)**

- i. Please continue to bring in your used toner cartridges.

**j. Morning Drop off (Adrienne Lew for Esther Lam)**

- i. The morning drop off is in need of volunteers. If you normally drop your kids off and have a few minutes to spare, this is a great way to earn some volunteer hours. For more information, you can contact Esther Lam or sign directly at [signup.com](https://signup.com).

**X. Event Reports (Adrienne Lew)**

**a. Monte Carlo Night and Silent Auction**

- i. SAPTO will be hosting a Monte Carlo Night and Silent Auction on Saturday, 3/18. We have a casino outfit coming in with all the set up and dealer. They will be offering lessons for those who are interested in learning some new games. We will be offering a savory array to delight every appetite. We will also be offering a silent auction, time with teacher experience, wine pull and many more fun activities.
- ii. We are seeking some volunteers to help with the planning as well as the night off. Contact Adrienne if interested. Seeking donations for silent auction. Childcare will be provided (dinner, dessert, movie, games kids can play)

**b. Chinese New Year Parade (Adrienne Lew for Pui Yee Law and Ronda Lowe)**

- i. We were accepted to participate in the Chinese New Year parade on 2/11/2017.
- ii. Rhonda spoke about the parade and noted it's an event that will be televised. The route goes through Market Street through Union Square. Each participant will have about 90 seconds of performance. There are 50 spots (inclusive of the Muse Band) and about 10-15 chaperones. There is a google doc signup sheet in the virtual envelope if you are interested or have questions. The Muse band will be playing the Kung Fu Fighting song and kids will be dancing in their rooster costumes since it is the Year of the Rooster. The event will be televised from 6:00 to 8:00 pm

**c. Catholic Schools Week (Adrienne Lew for Elaine Lau)**

- i. Catholic School's week open house will be held on January 29<sup>th</sup>.

**d. Faculty Appreciation Luncheon (Adrienne Lew for Lea Guzman)**

- i. Faculty Appreciation luncheon will be held on January 31<sup>st</sup>. We have enough volunteers so thank you for volunteering.

**e. Grandparents Day (Ann Nip/Toni Kleppin)**

- i. Grandparents Day will be held on February 1<sup>st</sup>, Ann Nip is here to share an update. Ann spoke and a couple of volunteers are needed to help cook the night before.

**f. Jr. Great Books (Ann Pedone)**

- i. Jr. Great Books will be kicking off in February and we are still in need of volunteers. Ann spoke and noted unfortunately there are no volunteers. The commitment is 1 hour/week for 12 weeks. Ann has done it 8 times and loves it. The schedule is determined by the number of volunteers. At least 2 people by the 13<sup>th</sup>, Ann can then determine the schedule with the teacher. If interested, volunteers can provide specific day/time but need to confirm with the teachers. If no volunteers sign up by the 13<sup>th</sup>, this event will need to be cancelled which would be a shame. Rotating parents is a possibility – 'tag team' – consistency is very important so if you volunteer, please commit and follow-through with it. The kids enjoy it and get a break from the classroom.

**g. Nominating Committee (Bonnie Cheng)**

- i. Bonnie Cheng is our Parliamentarian and will be looking for people to serve on the nominating committee to help assemble next year's SAPTO Board. Bonnie is here to share what this committee does and more information about the SAPTO Board positions.
- ii. Bonnie had the board talk about their roles and the time commitment involved. The Chair is Adrienne Lew, Vice Chair is Ken Wu who supports the Chair, Financial Secretary is Beverly Perea who receives cash/checks and provides it to the Treasurer, Treasurer is Rose Gee, Auditors are Rene Batt and Scott Spertzel, and Recording Secretary is Alice Chew. Time commitment is a couple of hours a month and holding a position looks good on high school applications. It shows volunteering and a willingness to be invested in your child. If interested, fill out the nominating sheet and fill it out.

**XI. Open Discussion (Adrienne Lew)**

- i. Next SAPTO meeting will be held early next month on February 13<sup>th</sup> due to President Day holiday and will be hosted by 3<sup>rd</sup> grade

**XII. Meeting Adjournment (Adrienne Lew)**

*Motion to adjourn the meeting at 7:51 pm.*

*(m/s/p): 1<sup>st</sup>: Lil Labada 2<sup>nd</sup>: Elaine Lau Passing: Carried*

*Respectfully Submitted:*

*Alice Chew, Recording Secretary*

*Date: 02/03/2017*