



SAPTO General Membership Meeting Minutes

April 10, 2017

I. Call to Order (Adrienne Lew)

- a. President Adrienne Lew called the meeting to order at 7:08 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)

The March meeting minutes were posted on the school website.

May I have a motion to approve the February minutes?

(m/s/p): 1st: Ramelle Ruff 2nd: Carol Quan Passing: Carried

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

February 28 th Balance:	\$ 46,689.49
Deposits:	\$ 72,622.27
Disbursements:	\$ 34,247.61
March 31 st Balance:	\$ 85,064.15

VI. Pastor's Report (Dr. Dan Nascimento)

Dr. Dan Nascimento explained the estimated cost of retrofitting the school will be approximately \$4.1m.

He discussed the two phases for retrofitting the school.

Phases 1 would be to continue with the retrofitting and complete it around Sept/Oct. This would entail using portable buildings until the retrofit was completed and the school could be re-open.

Phase 2 would entail the work be split between two summers. The downside to this is that the estimated cost may increase to \$4,500,000 due to increases in supplies and labor.

He noted that in order to go forward with Phase 1 and continue with the retrofit, School Parents would need to raise about \$240,000, which would entail 100% parent participation. 92% is covered due to the generosity of the Archdiocese, Endowment Fund, but the remaining 8% is still needed. To prevent any delays, he is asking for all families to donate at least \$1,000, so that the \$240,000 can be raised and the retrofit can be completed. We are due for another big earthquake so this will allow us to have a safe and long-lasting school for our students and future students to come.

VII. Principal's report (Mr. Thomas White)

Mr. White explained that retrofitting the school would make St. Anne a safe and sturdy school for everyone - Faculty, students, alumni and future students. Asbestos would be removed and new bathrooms, lightings, and handicapped access would be installed. However, in order to

proceed and have our school safe for our kids, we need \$240k to move forward with the retrofitting, 100% family participation is needed.

Numbers-wise if we put it off til next summer, supplies (steel, materials) will go up and more money will need to be raised.

All schools are entities under the Archdiocese, so any costs or funds that is needed, each entity needs to raise it themselves. The Archdiocese will not foot the bill and pay for it.

Therefore, both Mr. White and Fr. Dan are asking for a Pledge/Donate of \$1,000 or more (tax deductible)

Donations to the Endowment Fund has helped and we have been using some of those funds toward different projects such as new windows but we still need everyone's help. This is for your kids. You can make a pledge for \$1,000 and have it deducted monthly (10 months). All donations/pledges are tax-deductible.

If the retrofitting isn't completed by the beginning of the school year (Labor Day at the latest). With the trailers, even with delays, we will be okay since we can still continue with school. Every classroom is replaced by a trailer. 12 trailers plus 2 bathroom. Space is limited but we will make it work.

The latest school will start is Labor Day. Either late August/Labor Day.

Retrofit Questions:

A parent was worried there may be additional costs once the building is exposed, but the estimated cost already has factored in soft costs of about \$1.1m to account for any additional costs that may be needed.

Another question was asked on when timing of the donation so that the retrofitting begins this summer. Mr. White responded that the money is definitely needed by end of summer.

The only mandatory donation we had was the Walk-a-thon (\$100, \$125, \$150), so please contribute and invest in your child's safety. A letter will be sent explaining about the donation/pledge that is needed in order for the retrofit to continue and be completed by this year.

Mr. White and Fr. Dan asked for a show of hands on who would be willing to donate and all parents raised their hands. A good sign. As long as we have enough parent participation, retrofit will continue this summer.

Mr. White wanted to thank all the students, teachers and chaperones who went to Washington DC. It was another success and Mr. White still gets calls noting how well behaved St. Anne students are (from bus drivers, tour guides).

Mr. White wanted to note that Ms. Alioto is doing okay and was released from emergency after accidentally falling down the stairs.

Thank you to the 1st graders and Cindy for a delicious meal and thank you to the 1st grade teachers for doing such a great job teaching and guiding our kids.

VIII. Committee Reports

a. Sunday Hospitality (Adrienne Lew for Michelle Liwanag)

- i. A reminder that the Easter Celebration will be held on Sunday, April 16 and all are invited. A light lunch will be served followed by an Easter egg hunt.

b. Afterschool Treats (Adrienne Lew for Kimmie Goldkrantz)

- i. Churros were sold last Friday, 4/7 and netted a profit of \$104.73.
- ii. The next AST will be May 5th.

c. SAPTO Hospitality (Adrienne Lew for Cindy Ng)

- i. Thank you to Cindy and her hospitality team for preparing our delicious dinner tonight.
- ii. I'd also like to thank the 1st grade parents for their service tonight as well as Ms. Lam who is in attendance tonight.

d. Scrip (Adrienne Lew for Diane Iwata/Jane Pun)

- i. Just a reminder your \$1500 Scrip requirement needs to be completed by April 28th, If you have encountered any issues with your Safeway card, send a note to SAPTO Scrip and they will look into it for you.

a. Morning Drop off (Adrienne Lew for Stuart Goldkrantz)

- i. Thank you to all the parents who have continued to help in the morning. We are in need of additional volunteers for the remainder of the school year. If you can help, please sign up for a shift on SignUp.com

IX. Event Reports (Adrienne Lew)

a. Monte Carlo Night and Silent Auction

- i. **Thank you to everyone who made this a successful event.**

Revenue (YTD): \$31,804.00

Expenses (YTD): \$9,393.51

Net (YTD): \$22,705.49

We have a few more silent auction items for sale:

- **SF Fireboat Ride for 10 (attendees 12 and over only)**
- **4 tickets California Academy of Science**
- **Family 4 pack to Bay Area Children's Theatre**
- **Lifetouch Picture certificates: Graduation portraits (2). Fall 2017 portraits (3) and 2018 Graduation portraits (3)**
- **Victoria Drake Studio – 2 sessions**
- **Full Eyelash Extension at Malaya Studio**
- **1 month of Fung Fu or Tai Chi classes at Doc Fai Wong**

b. Holy First Communion (Adrienne Lew for Toni Kleppin)

- i. Holy First Communion will be held on Sunday, May 7th at the 10:30am mass.

c. Nominating Committee (Bonnie Cheng)

- i. Bonnie Cheng is our Parliamentarian and has worked with this year's Nominating Committee to assemble next year's SAPTO Board. I'd like to invite Bonnie up to introduce our new Board.
- ii. A total of \$127.25 was spent on dinner for the Nominating Meeting.
- iii. The proposed Board Member for the 2017-2018 year:

Chair – Beverly Perea

Vice Chair – Carol Quan

Treasurer – Therese Van Steen

Financial Secretary – Albert Fong

Recording Secretary – Min Min Sun

Auditors – Cassandra Wallerstein and Sasha Gorospe

Fr. Dan and Mr. White have already approved this slate of officers.
Congratulations to our new board members and thank you for your willingness
to serve SAPTO! Their installation will be at the May meeting.

X. Open Discussion (Adrienne Lew)

- i. Next SAPTO meeting will be held on May 15th and will be hosted by Kindergarten.

XI. Meeting Adjournment (Adrienne Lew)

Motion to adjournment the meeting at 7:58pm.

(m/s/p): 1st: Toni Kleppin 2nd: Serena Rizzo Passing: Carried

Respectfully Submitted:

Alice Chew, Recording Secretary

Date: 04/30/2017