



# SAPTO General Membership Meeting Minutes

January 14, 2019

## I. Call to Order (Min Min Sun)

- a. President Min Min Sun called the meeting to order at **7:03 pm** in Lower Hall Cafeteria. Board members present are Serena Rizzo, Therese Van Steen, Albert Fong, Sarah Egdal (David Egdal in attendance), Cassandra Wallerstein and Sasha Gorospe, and guests: Bev Perea and Bonnie Cheng

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

## III. Pledge of Allegiance (Min Min Sun)

## IV. Treasurer's report (Min Min Sun for Therese Van Steen)

November 1st Balance:	\$ 45,746.83
Deposits:	\$ 13,643.58
Disbursements:	\$ 11,864.58
Ending November 30 <sup>th</sup> Balance:	\$ 47,543.99

December 1st Balance:	\$ 47,543.99
Deposits:	\$ 8,615.97
Disbursements:	\$ 1,866.01
Ending November 30 <sup>th</sup> Balance:	\$ 54,248.95

A reminder to our event chairs: Please submit everything for your event, including your event report, original receipts, check requests and any unused advances to our Financial Secretary, **Albert Fong, c/o Kayla Fong 7-1**. Kindly arrange with him if you have cash deposits to remit and direct all questions of event reporting to him. Upon his review, everything will be forwarded to our Treasurer, Therese Van Steen for deposit and/or check disbursement.

## V. Pastor's Report (Fr. Dan Nascimento) – *Father Dan addressed certain families' questions regarding Bishop Walsh and shared the letter written by Bishop Walsh on the matter discussed.*

## VI. Principal's report (Mr. Thomas White) –

Open House January 27<sup>th</sup>, 99<sup>th</sup> year of Catholic Schools week, including luncheon for class of 1968-69; volunteers needed to assist with preparation of Moriarty Hall, meal preparation and clean-up.

Update on new communication technology to facilitate communication between administrative staff, teachers and community with regards to safety issues (including natural disasters and other potential hazards).

Discussion re: Screenagers documentary, and effect of technology and social media on interpersonal interactions between community members.

VII. **Event Reports (Min Min Sun)** – since we did not have a November meeting, we had a few events with budget requests which the Board proceeded to approve and will now retro-actively approve with the general members of SAPTO, your patience is greatly appreciated as we go through this – and we will try to make this as quickly as possible. Thank you.

**a. Screenagers Documentary**

- i. We will be showing this documentary at our next SAPTO meeting February 11.
- ii. We approved the license fee of \$650.

***May I have a motion to approve \$650 for the license for this viewing?***

1<sup>st</sup> – Renee Batt, 2<sup>nd</sup> – Jeannie Jew

All in favor? Any oppose? **Motion: carries**

**b. 5K Walk (Bonnie Cheng)**

- i. The 5K Walk took place on Friday, October 26. Bonnie Cheng – any updates to share? Still finalizing some numbers but estimated gross total of \$61,000 and estimated net total proceeds of \$53,000 (not including outstanding uncollected pledges and corporate matches).

**c. Harvest Festival (Kathy Aclan)**

- i. The Harvest Festival also happened on October 26 after the 5k Walk.
- ii. Still finalizing some numbers, but estimated Gross totals were \$52,634 and estimated net totals \$ 44,074.37 with some expenses still not accounted for yet.

**d. Book Fair (Renee Spertzel)**

- i. Book fair event ran from December 2-8, Renee – updates? Board had approved the budget however, Renee came in under budget at \$98.07, but we still need to have vote on the books. Thank you.

***Renee is requested a budget of \$150 for the reception during this event***

(m/s/p): 1st: Renee Batt 2nd: Bonnie Cheng

Motion: Carried

**e. Catholic Schools Week (Ann Nip\_**

- i. Catholic School's week open house will be held on January 27<sup>th</sup>. The committee requests a budget of **\$300** for refreshments and supplies.

***May I have a motion to approve \$300 for the Catholic Schools Week open house?***

(1<sup>st</sup> - Serena Rizzo, 2<sup>nd</sup> - Cassandra Wallerstein

All in favor? Any oppose? Motion: carries/denied – **carried**

**f. Faculty Appreciation Luncheon**

- i. Faculty Appreciation luncheon will be held on January 29<sup>th</sup>. Lea Guzman will chair this event and request a budget of **\$500**

**May I have a motion to approve \$500 for the faculty Appreciation luncheon?**

(1<sup>st</sup> - Al Fong , 2<sup>nd</sup> – Sascha Gorospe )

All in favor? Any oppose? Motion: carries/denied - **carried**

**g. Grandparents Day**

- i. Grandparents Day will be held on January 30<sup>th</sup> Ann Nip and Toni Kleppin will be chairing this event and request a budget of **\$1,000** –

ii.

**May I have a motion to approve \$1,000 for Grandparents Day?**

(1<sup>st</sup> – Chira Tanyolac, 2<sup>nd</sup> – Cassandra Wallerstein)

All in favor? Any oppose? Motion: carries/denied – **carried**

**h. Holiday Teacher Gifts**

- i. Each year SAPTO will present the teachers and faculty with Christmas gifts.
- ii. This year, I'd like to request a budget of **\$6,900**.

**May I have a motion to approve \$6,900 for teachers and faculty Christmas gift?**

(1<sup>st</sup> – Al Fong, 2<sup>nd</sup> – Ashley Bryne)

All in favor? Any oppose? Motion: carries/denied - **carried**

**i. Christmas Show Hospitality (Cindy Ng)**

- i. Christmas Program – December 18, Tue – requested **\$500** for this event ~

**May I have a motion to approve \$500 for Christmas program hospitality?**

(1<sup>st</sup> – Chira Tanyolac, 2<sup>nd</sup> – Therese Van Steen)

All in favor? Any oppose? Motion: carries/denied – **carried**

**j. Greater Giving Renewal**

- i. Subscription for renewal for this fundraising services/software for the initial year is \$1,295 and \$795 for the subsequent years for a 5-year contract. Our contract was up for renewal this past December, and Board approved this for another 5 years.

**May I have a motion to approve \$1,295 initial subscription with \$795 for subsequent years for access to the Greater Giving fundraising software/services?**

(1<sup>st</sup> – Jeff Wong, 2<sup>nd</sup> – Kathy Aclan)

All in favor? Any oppose? Motion: carries/denied – **carried**

**VIII. Committee Reports**

**a. SAPTO Hospitality (Min Min Sun)**

- i. Thank you to Cindy, her hospitality team, and 4<sup>th</sup> grade parent volunteers for preparing our delicious dinner tonight. Cindy spent a total of **\$ 364.28** for the October's SAPTO dinner. Nothing for November since that meeting was cancelled.
- ii. And, thank you to Ms. Sturges, who is here also here tonight in support.

**b. Sunshine Correspondence (Min Min Sun for Adrienne Lew)**

- i. Our condolences to the Sok family (Kylie/Brendan and Nip (Lauren/Steven) family for their losses in November and December, a total of **\$145.94** was spent by Sunshine committee for cards and flowers for these families.

**c. Sunday Hospitality (Min Min Sun for Michelle Liwanag)**

- i. Sunday hospitality after mass sponsored by SAPTO on November 4 and December 9, food and drinks were served. A total of **\$17.17** for November, and **\$503** was spent for Parish Christmas party with Santa.

**d. Afterschool Treats (Min Min Sun for Kimmy Goldkrantz)**

- i. Cream puffs with chocolate drizzle - November 2<sup>nd</sup> and netted **\$97.03** -
- ii. Smores - January 11<sup>th</sup> netted **\$133.18**

**e. Uniform Exchange (Min Min Sun for Giselle DelMundo)**

- i. Last month's, October uniform exchange sales amount was **\$42**, your continued support of time and donations of gently loved uniforms is very appreciated by all!

**f. Year Book (Min Min Sun for Wai Wong)**

- i. Year book sales form are available for \$30 now, forms at the front sign in table.

**g. Scrip and other fundraising cards (Min Min Sun for Judie Han) –**

- i. Update for what Scrip cards are left – Starbuck's, See's, 76 Gas, Lucky's, Smart & Final and ITune's –
- ii. Dave & Buster cards – Still available - please contact Judie for cards as we have end of year sports events which kids love to get DB cards or parties are going on, etc.

**IX. Committee and Event Chair Openings (Min Min Sun)**

- a. Monte Carlo Night Fundraising / Spring – the event will be held **May 4<sup>th</sup>, 2019** and the SAPTO board along with some other co-chair members will be running the event. Would still love a chair to step up to take the event on – come see me after the meeting or email me please! We need help with coordinating and organizing all the donations!

**Open Discussion (Min Min Sun)**

- Tom Delmundo - request for current Yelp reviews for St. Anne School; before Tom left a positive review, the only review on Yelp appears to be from a disgruntled former student. Families who appreciate St. Anne School are encouraged to visit Yelp and leave positive reviews.
- Rene Batt - youth ministry - update on gift collection efforts for Giving Tree program-- many blankets, socks, books, and gift cards were collected. Renee thanked the St Anne's community for generous donations.
- More help needed for morning drop off; volunteers encouraged to assist.

**X. Meeting Adjournment (Min Min Sun)**

**Motion** to adjournment the meeting at **7:41pm**.

(m/s/p): 1st: Chira Tanyolac 2nd: Bonnie Cheng

Motion: Opposed/Carried - **carried**