



SAPTO General Membership Meeting Minutes

May 16, 2022

Call to Order (Al Fong)

I. President Al Fong called the meeting to order at **7:08pm** meeting. Board members present Michelle Liwanag, Cathy Comple, Bennett Shen, Cisy Hsu, Jim Chan.

II. Opening Prayer (Fr. Dan Nascimento)

III. Pastor's Report (Fr. Dan Nascimento)

-Altar servers appreciation tomorrow (5/17)

IV. Approval of Minutes (Al Fong)

The March meeting minutes were posted on the school website.

May I have a motion to approve March meeting minutes?

(1st , 2nd)

All in favor? Any oppose? None Motion: carries

V. Treasurer's report (Al Fong for Bennett Shen)

April 30 th Ending Balance:	\$ 25,362.43
April Deposits:	\$ 13,118.00
Disbursements: _____	\$ 5,095.15
May beginning balance:	\$ 33,385.28

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, Cisy Hsu, **c/o Caylee Chin 5-1**. Kindly arrange with her if you have cash deposits to remit and direct all questions of event reporting to her. Upon his review, everything will be forwarded to our Treasurer, Bennett Shen for deposit and/or check disbursement.

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

- Thank you to the current board for serving not only this year but the next school year.
- To all the graduating parents, Thank you.
- 8th Graders will have dinner dance and bacculaureate mass.
- Painting our school is in the works.
- Landscaping will probably be in August.

VI. Retiring and departing Teachers:

-Mrs. Susan Alioto, Mrs. Candice Sturges, Mrs. Denise McCarthy, Ms. Nancy Wong, Ms. Michelle Addae, Ms. Orlaith Oleary, and Ms. Claire Gotch. Thank you all for your service and we will truly miss you.

VII. Mrs. Addae – talks about the things they do in kindergarten class.

VIII. Event Reports (Al Fong)

a. Monte Carlo Casino Night-April 9th, 2022

- i. Thank you to everyone who made this a successful event. A very special thank you
- ii. To all the Casino Night committee for making this event a success.

The Following are all events that occur in August and September prior to the first SAPTO meeting of the school year and needing budget approvals.

b. Ambassador Program (Cassandra Wallerstein)

- i. Program serves to welcome new families into our community with socials and welcome gifts.
- ii. Proposing a budget of **\$500.00**

May I have a motion to approve a budget of \$500?

(1st Tom Del Mundo, 2nd Cassandra Wallerstein)

All in favor? Any oppose? None Motion: **carries**

c. Faculty Back to School Luncheon (Al Fong)

- i. Luncheon welcomes back all the faculty and staff to the new school year
- ii. Proposing a budget **\$500**

May I have a motion to approve a budget of \$500?

(1st Tom Del Mundo, 2nd Cassandra Wallerstein)

All in favor? Any oppose? None Motion: **carries**

d. Coffee Klatch (Behalf of SAPTO Board)

- i. Refreshments served on the first school in the schoolyard
- ii. Proposing a budget of **\$200**

May I have a motion to approve a budget of \$200 for the Coffee Klatch expenses?

(1st Tom Del Mundo, 2nd Cassandra Wallerstein)

All in favor? Any oppose?None Motion: **carries**

e. Back to School Nights ()

- i. There are two back to the school nights – one for Junior High and K-6th grade
- ii. Proposing a budget of **\$500**

May I have a motion to approve a budget of \$500?

(1st Tom Del Mundo, 2nd Cassandra Wallerstein)

All in favor? Any oppose? None Motion: **carries**

f. SAPTO Hospitality (Cindy Ng)

- i. The September SAPTO meeting will be held on Monday, September 16.
- ii. Proposing a budget of **\$5,000** for supplies and dinner.

May I have a motion to approve a budget of \$5,000?

(1st Tom Del Mundo, 2nd Cassandra Wallerstein)

All in favor? Any oppose? None Motion: **carries**

IX. Year-End Business and Honors (Al Fong)

a. Parliamentarian (Bev Perea) – 7:40 pm

- i. SAPTO Parliamentarian, Bev Perea, will formally thank outgoing SAPTO Board members for their service this year:

Chair – Al Fong

Vice Chair – Michelle Liwanag

Treasurer – Bennett Shen

Financial Secretary – Cisy Hsu

Recording Secretary – Cathy Comple

Auditors – Jim Chan, Mark Montoya

- ii. The incoming **2021-2022** SAPTO board will be formally introduced and welcomed:

Chair – Renee Spertzel

Vice Chair – **Cathy Comple**

Treasurer – Therese Van Steen

Financial Secretary – Tammy Leong

Recording Secretary – **Ashley Bryne**

Auditors – Kevin Cronin & Angela Lee

b. Installation of Officers (Fr. Dan)

- i. Fr. Dan officially installs and blesses the new SAPTO Board members

c. Graduate Parents Farewell (Bev Perea)

- i. We bid farewell to our graduating parents tonight and thank them for their many years of service in SAPTO. Appreciation gifts will be distributed.

X. Open Discussion (Al Fong)

Al Fong will thank the membership and welcome new Board members, and questions?

XI. Meeting Adjournment (Cathy Comple on behalf of Renee Spertzel will adjourn the meeting)

Motion to adjournment the meeting at **8:07pm**.

(1st Tom Del Mundo, 2nd Ivan Chan)

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