



PTC Board Meeting Minutes

Date: January 5, 2010

Time: 7:00 PM

Place: MI Church Meeting Room

Notes Taken By: Vicki Davis

In Attendance:

Alina Gaubert, Rita Ford, Christine Huff, Christina Martin, Vicki Davis, Ann Hunt, Melissa Haydek, Gillian Norman, Sara Cusick, Marie Coker, Catherine Bitterman, Julie Donnelly, Trish Zang, Holly Kerr

Not Present:

Nancy Russell, Jane Shafer, Dyan Dalton, Leslie Sakalas

Opening Prayer: Melissa Haydek

Order of Business:

President:

Alina Gaubert

- There were no December Minutes to approve.
- Received Thank You notes from some Teachers for Christmas Scrip Gift Cards. Alina clarified that gift cards were not from the PTC, but were directly from the parents.
- Christina Martin will provide the January dinner for Fr. Michael.
- Auction Update:
 - Auction Invitations are ready. Volunteers are addressing the envelopes. They will be distributed the week of January 11.
 - Another push for more auction items. We received a lot of gift cards at GG Party; we now need actual gifts.
- Discussed the agenda for the February General PTC Meeting. It was decided not to have a general meeting in February. Our bylaws require us to have two general meetings per year. We have already had two general meetings and will have a third at the End of the Year Picnic. **Rita Ford made a motion to cancel the February General PTC Meeting due to lack of agenda items. Catherine Bitterman seconded the motion. All PTC Board Members present approved the motion.**
- The PTC Budget will be presented to the Advisory Council in April.
- Discussed a Dallas Mavericks Fundraising Idea whereby the Dallas Mavericks sells the PTC a certain number of tickets at a reduced price to be re-sold at a slightly higher price for a small profit. The purchase options are either 500 tickets for \$5 each or 250 tickets at \$7.50 each. We discussed combining a Mavericks game with some sort of MIS Celebration or the Auction. Alina to find out what dates are available and what happens if we do not sell all 250 tickets.

Vice-President:

Dyan Dalton (not present)

President-Elect:**Rita Ford**

- The February General PTC Meeting was canceled.
- Year-round Teacher Wish List Update:
 - 6-8 teachers submitted wish lists and some of their wishes were fulfilled at Christmas.
- Green Team Update
 - Juice Pouches are being sent to Terracycle for \$.02 each.
 - We will add Lays chip bags and Lunchables to our Cafeteria Recycling Efforts.
 - Plastic Cap recycling does not bring in any money, but is extremely successful with 2-3 boxes sent weekly to Aveda for recycling. It was decided to continue the program on the basis of good stewardship.
 - Need to find a profitable way to recycle printer cartridges.
 - PaperMate pencils and pens, Sharpie markers and highlighters, Elmer's glue and glue sticks, and Scotch Tape will be collected at the end of the school year for recycling. Plan to promote this event on Earth Day, April 22.
 - Rita to talk to teachers about adding a new student responsibility -- Cafeteria Green Leaders for each class.

Treasurer:**Christine Huff**

- Budgets will be sent to Board Members for final review.
 - Income from Fall Festival and FoT was lower than anticipated.
- Sending emails to room parents showing amount of money left in budget and in teacher gift accounts.
- Transitioning expenses and deposit work to Christina Martin starting February 15th to start cross-training. Continue to hand in check requests to Christine Huff, but request check status from Christina Martin.

Treasurer-Elect:**Christina Martin**

- Nothing to report.

Secretary:**Vicki Davis**

- Newsletter Update:
 - Request was made for more photos for newsletter topics.
 - Deadline for the February Newsletter will be by January 22nd; the publish date will be January 28th.
 - Articles, photos, and thank you's planned include Chili Cook-off/Bunco/Texas Hold 'em, Pines Trip, Catholic Schools Week, Open PTC Board positions, basketball highlights.
 - Continue to submit Thank you's for the Newsletter and/or requests for handwritten note cards.

Hospitality:**Ann Hunt**

- The February General PTC Meeting was canceled.
- Two January Teacher Birthday Luncheons are planned: Cathy Phemister and Linda Coffin.

Spiritual Enrichment:**Melissa Haydek, Gillian Norman & Trish Zang for Grand Friends Day**

- Men's Prayer Group canceled because no one volunteered to lead the group.
- The Rosary Guild will begin meeting on Friday, January 15.
- Catholic Schools Week – chaired by Susan Truxal and Nancy Koch
 - CSW Kick-off is Sunday, Jan. 31 at 10:30 AM with the Alumni Mass; Mrs. Marino will help plan this mass.
 - Monday is Student Appreciation Day with Blue Bell ice cream, blue jeans, and a roller skating party
 - Tuesday is Open House. We need volunteers to greet, give tours, and monitor the refreshment tables. Request was made for Little Extras to provide baked goods. Ann Hunt will contact the Little Extras.
 - Wednesday is Parent Appreciation Day with morning coffee & doughnuts and afternoon cookies & lemonade. We discussed how to pay for these refreshments.
 - Thursday is Staff Appreciation Day with a "Windows to the World" Luncheon. (GG Party surplus: egg rolls, tortilla chips, and fortune cookies could be used.) Still working on the staff gifts. Staff invitations should also be sent to the lunch ladies and front desk greeters.
 - Friday is Grand Friends Day chaired by Trish Zang. Invitations to grandparents were sent the week of December 28th. The hall was reserved. George Strong will be contacted for AV. Re-using Teacher Luncheon Decorations from Staff Appreciation Day. The Budget is \$750. Photo-processing and frames will be the majority of the expense. Requesting that all MIS families donate food (including more fruit this year). Students will not be sitting with their Grand Friends during Mass. A VISION table will be set-up. SAC will be selling auction raffle tickets. Mrs. Marino will be planning the song sheets for the Mass. Prici Mahaffey will be contacted to help with coffee; we need 4 stations. We will be adding an "In Memoriam" wall board to represent grandparents that have gone before us with white paper angels (Ann Hunt will prepare the angels). Will need to update the welcome banner to add "Friends". Room Moms will be coordinating student photos with their Grand Friend.

Volunteer Services:**Catherine Bitterman & Julie Donnelly**

- PTC Board Nominating Committee Update:
 - The PTC Board Nominating Committee has been seated. A newsletter article will be published in the February *Mustang Express* to start recruiting for the 2010-2011 PTC Board positions. Also, requested that current PTC Board Members promote the positions via word-of-mouth.

- Petitions due March 1st. The Slate of Officer and Board Member must be determined by March 31.
- Volunteer Services will be meeting on Monday, Jan. 11, to discuss the recruitment strategy.
- The blue sheets for regular volunteer recruitment will be distributed before Spring Break (March 15-19).

Community Enrichment:

Marie Coker

- Jennifer Dowdy Laguna is the new Family Dinner Night coordinator. The next Chick-Fil-A night is January 14.
- The Used Uniform Sale will be Friday, January 8. Paula Bertrand will coordinate the sale.
- Chili Cook-Off/Bunco/Texas Hold 'em is Saturday, January 16. \$5 at the door to eat. BYOB. Lots of fun! No kids. Marie will be requesting extended hours for the room.
- Chess Club Interest Meeting will be January 12.

Teacher Liaison:

Sara Cusick

- Thank you for the Christmas presents.

Principal:

Nancy Russell could not make tonight's meeting, but plans to start attending again next month.

Director of Development:

Holly Kerr

- St. Ann's MIS Student Mass is Sunday, January 24th at 10:00. Everyone is invited to attend. Students should wear their uniforms. Students will participate in various parts of the Mass. Student Choir for this Mass will begin practice on Wednesday, January 6th. A MIS information table will be set-up at the back of the Church promoting the MIS Open House.

The meeting adjourned at 8:40 PM.

Next Board Meeting – Tuesday, January 26th, 7pm – Church Meeting Room

2009-2010 Board Meeting Dates – 1st Tuesday of each month, 7pm, MI Church Meeting Room (February meeting will be January 26th b/c Open House will be on February 2nd)