



Date: December 7, 2022

Time: 6:30 PM

Location: St. Mary's Library

Event: St. Mary PTU Meeting

Attendees: J. Zulandt, K. Payto, G. Ciani, M. Fogle, L. Flynn, J. Lanstrum, A. Donato, Coach, S. Bien, K. McCloskey, A. Lecy, Y. Sanchez

Minutes

- I. **Call to order** 6:32
- II. **Prayer**
- III. **Review of Prior General Meeting Minutes**
 - a. **Motion to approve:** Coach
 - b. **Second:** Stacy Bien
- IV. **Officer Reports**
 - a. President
 - i. Teacher Cookie Exchange sign up on padlet
 1. Will request it is communicated via Principal's email
 - ii. Catholic Schools Week-Pancake bfast
 1. Something for 4:30 mass? Yes to include regulars at that mass who don't attend. Possibly cookies?
 - iii. PTU Fish Fry March 10th - sign up genius; will need help with prep and kitchen; kids are welcome, too.
 - iv. Gifts for Band and Music
 - b. Vice President
 - i. Holiday Handmade Market- made \$109, overall, a success despite not knowing what to expect. Main customers were vendors. Lunch was better than breakfast; Walking Tacos were the favorite. Probably too many drink choices, but we are prepared for next year.
 - c. Secretary
 - i. Skate Party- netted about \$160, would like to do a future event (preferably with no school the next day).
 - d. Treasurer – QuickBooks migration still not complete; \$52k in checking (operating budget), we are at benchmark for this time of year. Main issue is when the original migration was done, many old entries were also included as entries in QuickBooks and preventing an accurate reconciliation of the budget. Board has plans to work directly with QuickBooks to develop a plan to move forward. No big financial changes in the past month; Stollers is funding the art bus and the school laminator (not coming out of general budget). Brian Passow might be able to help, Board will reach out to him.
 - e. Teacher Liaison-Mrs. Flynn
- V. **Principal's Report** Holiday Cash has netted \$11k for the school; there is a link to winners on both the parish and school websites. They are also reaching out directly to the winners. PTU can buy tickets still and if we win put towards the general fund.

Also requested PTU fund the ½ page ad in Today's Family, PTU approved cost of \$575; School and parish will cover the costs.



VI. Fundraising Report's/Committee Updates

- a. Fundraiser Coordinator-Heather Stetler-
 - i. Date for Little Caesar's – January dates set up; Online platform, can purchase pizza kits and they will be shipped directly to the end user. Four week fundraiser
 - ii. Flower Sale Dates – Spring dates: March 3 – 10; Orders are due by 3/20; Delivery window is 5/6-5/20; Would like to have them in time for Mother's Day, waiting for confirmation from company.
- b. Viking Quest-Feb 11. Katie Scott
 - i. A little more has been determined: DJ/MC, Live Auctioneer, updated letters going home to send to families 10/family instead of 10/child. All letters due by January 11. Historically we haven't limited sponsorships, but if more than one person wants to sponsor the same area, we will speak to them directly about reallocating to another sponsorship. Mainly a first come, first served basis.
 - 1. Doesn't have to be just to family and friends, if you have a connection with a certain business let PTU know, and we can keep track.
 - ii. Room Parents organize class baskets – emails have gone out to room parents for organizing
 - iii. Other things we need help with currently: donation requests, soliciting businesses
 - iv. Will need help leading up to event-descriptions of basket items, for program and tables, set up, clean up, selling tickets for 50/50 or Chinese auctions.
 - v. Save the Date – go out in the Wednesday folder before break
 - vi. Next update will be at next PTU meeting 1/4; Viking Quest next meeting 12/14.
- c. Shelia Santa Shop Recap – Went really well this year, vendors were pleased; pre-filled tags were extremely helpful. Suggestions for next year: have the kids write down what they bought for who, mainly to help with the wrapping.

VII. New Business - none

VIII. Open Discussion – none

IX. Adjournment: 7:16pm

In recognition of your attendance, your child(ren) earned a dress down day for Friday! Thank you for coming and participating!