**OLG School Parent Organization**

**May Meeting**

**05/2/2017, 6:30 PM @ School Math Lab**

MINUTES of the MEETING

**Agenda**

# Prayer – Christa Callanan

Christa mentioned that this has been a challenging year for PO fundraising. The PO is also a community builder and it is our jobs as the PO Board to build up our community in order that folks feel included, appreciated and involved. If they feel comfortable and happy at OLG they will be more likely to give! Let’s keep this in mind when sending out emails to our classes and communicating with members of our school.

# Principal’s Report – Donna Ramos

* Donna spoke about her leaving OLG. There is a search committee set up and Fr. Jack has started the process of hiring with the Office of Catholic Schools. Watch for information to come about the process.
* There will be a math fair hosted by OLG and our middle school students on May 12th in the gym
* The 8th grade musical “The Lion King” will take place on May 16th with a matinee and evening performances.

# Treasurer’s Report – Michelle Kline

* A rather long discussion took place regarding the budget. There will be approximately a $42,000 short fall (this is prior to the Jog A thon).
* We have, technically met the $125,000 commitment to the school for the 2016-17 academic year. We did $75,000 last July (from year prior funds) and $50,000 in May. However, we will not have enough in the PO account to give $75,000 this summer for the 2017-18 year.
* There was a motion by the Treasurer to move the Fund-An Item pay to the school fund ($28, 350 earned at the Auction). Motion passed unanimously.
* There was a motion by the Treasurer to keep at least $5,000 in the PO fund as a “starter” for the 2017-18 academic year expenses and to move the remaining amount in the fund (up to $75,000) to the School account in July as that is when the pension & insurance is due for faculty and staff. Motion was seconded and passed unanimously.
* Main reasons for not meeting our $125,000 goal: Safeway and Target money of approx. $20K per year is no longer happening; auction proceeds (especially the silent auction) were lower this year than budgeted; Fall fundraiser of OLG apparel had to purchase a large amount of inventory which cut into proceeds.
* Fundraiser Updates - Chairs
  + Jog-A-Thon –Linda O’Keefe
* Jog-A –Thon is an event that happens weather regardless…may be a “Sog-A-Thon” this year according to weather forecasts!
* Seems like the budget short fall always falls on the back of the JAT
* Confident that at least $25K will be made in JAT this year
* Need a push or final reminder for pledges and work at collecting on pledges
* Should have preliminary numbers by early next week.
* Auction Survey Update – Alder (absent) Christa spoke on Alder’s behalf:
* Auction Survey Update: 44 participants; pretty positive; Next year: hold auction in the gym, early March date, Roaring 20’s theme.
* Procurement amount increasing to $200. Looking at creative ways to procure such as having “registries” at various store locations (Home Depot, etc.) this helps us procure items that will sell. Larger procurement items, etc.
* Send auction ideas to Alder. We are still building our auction team and need a co-chair.

# Parent Org May Business – Christa Callanan

* + 2017-2018 Parent Org Board (as it currently stands)
    - Recruitment suggestions for open positions
* If you have ideas for PO Co-chair, Halloween co-chairs, treasurer and other open roles please let Christa know! Trying to get younger families involved more!
* Late August there will be a “Back to Business” potluck for the PO Board to go over our goals and roles! Watch for dates to come!
* The 2017-18 Year at a glance calendar is in draft stage but was handed out for you to have the PO meeting dates, Open House Date, etc. on your radar. Please add those dates to your calendar!
  + Fall Fundraiser – Chocolate Sales – Grace Velasco; Other ideas?
* Grace researched chocolate sales: World’s Finest Chocolate bars. No minimum order; 50 cases (1 case is 60 bars) will get you 40% profit. 50 + cases gets you 50% profit.
* Last year’s top fundraisers were: OLG apparel, restaurant dine arounds, and father/daughter dance or similar.

***Other ideas:***

* Oktoberfest instead of Halloween Carnival? CYO is considering a similar event – can we combine forces for income for PO?
* Decrease or do away with Halloween Carnival: only made about $800 after concessions go to 8th grade; lots of people power and volunteer time; not a big money maker; hard to get committed chairs. Perhaps change I and make it a family –friendly dance with a cakewalk? Have middle school students run a smaller carnival after school with a party for the MS students in the evening*?*

*FUNDRAISING PLAN for 2017-18:* A decision was made to do the following at the end of the meeting:

* Think about smaller Halloween carnival at the end of the school day for younger kids.
* Continue with apparel sales throughout the year
* Look into Dine out opportunities.
* NEW IDEA: Art “walk”. Held in the OLG gym/WAlmesley center. Procure art from OLG families, staff and parishioners to display and sell with a percentage of sales going towards PO. Include local winery and brewery for tastings with wine/beer for sale. Advertising will go out to the greater West Seattle Community. There will be a $10 fee at the door. Also, a kid art show with nicely framed kid art in the school hallways for sale at $50.00 per piece. Parents can purchase kid art as a fundraiser for OLG PO. Christa will search for a chair/co-chair. Time to try something new!

OTHER:

* Add a PO Marketing rep position to the Board. Marketing rep can work with Carrie on marketing and advertising PO events; work with Laura Wong on PO webpages and photos, etc.
* Christa will work with Parish, CYO, School on coordinating emails and fundraising asks so parent don’t feel so overwhelmed and bombarded by communication! This would also be a good role for the new Marketing coordinator.

# Upcoming Events: (Year-At-A-Glance)

* + 5/5/17 – Jog-A-Thon! *GET THOSE DONATIONS IN!*
  + 5/18/17 - New Family Night (Pre-S / Pre-K, Kinder & 1st grade reps: set up and refreshments)
  + 5/21/17 – After Mass Coffee & Donuts (Valerie and Jared Odegard – 1st grade)
  + 6/2/16 - Field Day & School Picnic (4th, 5th & 6th grade reps)
  + 6/5/17 – 6:30pm – Thank You Dinner – 6:30 p.m. in the Walmesley Center - -*Please join us for an appreciation dinner in celebration of all that you do!!!*

A **HUGE** thanks to each of you for your commitment to our school and to the families you represent. This year has been a great learning experience, and I look forward to a fabulous year next year! Thank you for your patience and support during this year. I am so grateful to be a part of such a wonderful group of people. Enjoy your summer!



Present: Donna Ramos, Christa Callanan, Christi Meats, Michelle Kline, Pau van Zwalenburg, Katie Richmond, Vanessa Cabiao, Valerie Odegard, Laurie Robbins, Heather Owens, Dani Flanagan, Jennifer Dempsey, Linda O’Keefe, Laura Wong, Grace Corpuz, Shannon Todd.

Notes taken by Shannon Todd; Composed by Christa Callanan 5/8/17