

St. Francis Xavier School P.T.O.

Meeting Minutes

Recorded by: Nicole Arruda

Meeting Date: November 02, 2009

The meeting was held at St. Francis School library

Meeting called to order by: President David LaPlante

Start Time: 7:09pm

Prayer: read by JoAnn Richard

Attendees: April Amaral, David LaPlante, Nicole Arruda, JoAnn Richard, Joe Pereira, Mary Cardoza, Corey Cardoza, Krystal Kofton, Lucie Costa, Rachel Almeida, Marina Araujo, Linda Duffy, Dawn Giampa, Elizabeth Rayner, Amy Valente-Pelletier, Sharon Tripp and Donald Pelletier

Secretary's report given by: David

Last meeting minutes taken by Nicole Arruda and submitted to Marlene to be placed on the web site for all to read. Also a copy was available to anyone that wanted to look the minutes over.

Motion made for approval by: April

Dually seconded by: Lucie

Ayes: Unanimous

Treasurer's Report given by: Joe Pereira

Joe reported that there was a deposit made of \$483.00 and \$211.16 profit from Candy Bar Bingo. Money spent for the Candy Bar Bingo was \$177.64 to Voc for food and condiment supplies and \$83.94 for the candy bar and \$100.00 petty cash, also spent \$58.98 for Cotton Candy Machine for the 8th grade Halloween Dance. Budget balance of \$6,246.15 minus out talent show funds for stage refurbishing of \$4,021.96 with an available balance of \$2,224.19. The full report can be views on line.

Motion made for approval by: Lucie

Dually seconded by Sharon and voted on

Ayes: Unanimous

New Business Mr. Pelletier: Mr. Pelletier reporting

Requested if the PTO would be able to fund the bus cost for field trip for 5th, 6th, 7th, & 8th grade which is approximate of 90 students. The cost of the bus is \$110.00 for each bus

and they need 2 busses which is a total of \$220.00 approximately. Amy Valente-Pelletier is going to contact someone at Tremblay to see if she might be able to get the cost a little lower and she will get back to Mr. Pelletier.

Motion made for approval by Mary: Mary set forth a motion to pay for both buses for the student's field trip, to fund the total of \$220.00.

Dually Second by JoAnn

Ayes: Unanimous

Wine Tasting Fundraiser given by: Mr. Pelletier reporting

He thanked everyone for their support and helping out for this great event. He also stated that everyone that he has heard from has great feedback and everyone had a great time. He also stated that Karen Pimentel had sent out thank you cards to all. The Rep. from Cardoza's stated that this was the best wine tasting event that she has seen in a very long time. Thank you very much everyone.

Here is the breakdown for the Event.

Financial Sponsorship	\$ 3,165.00
Guest Reservations	\$ 9,700.00
Silent Auction	\$ 4,993.00
Pre-sale Raffles	\$ 353.00
Raffles and Mystery Prizes	\$ 2,210.00
Total Money Earned	\$20,421.00
Minus out Café Funchal	\$ 2,967.09

Grand Total Earned \$17,453.91 which this doesn't include the kick-back of the 15% from Cardoza's from the purchases that they received that night. Karen will give final figure once she has it.

200 people had attended the event. It was a fabulous time!!! **SAVE THE DATE**

OCTOBER 15, 2010 this has been reserved for next year for our 2nd Annual Wine Tasting Fundraising.

Proposed By-law Change: Mary reporting

Mary proposed that the 5.2 Duties of Officers 5.2.1 President By-Law be amended.

Present By-Law reads as follows:

The President will preside at all the meetings of the PTO. The President shall coordinate chairpersons for all committees. The President shall prepare the agenda for the meetings. The President may approve purchases of up to \$250.00 without presenting it to the membership for a vote. Anything over this amount must be put to vote to the membership.

Proposed By-law Amendment presented by Mary reads as follows:

The President will preside at all the meetings of the PTO. The President shall coordinate chairpersons for all committees. The President shall prepare the agenda for the meetings. The President may approve purchases ** of up to \$250.00. Anything over this amount must be put to vote to the membership.

**Purchases may only be made under this section to procure supplies or equipment for the PTO or St. Francis Xavier School. Any purchases that do not involve the procurement

of supplies or equipment for the PTO or St. Francis Xavier School must be presented to the PTO approval.

The reason for Mary's proposed amendment is to set boundaries for PTO funds raised and those funds should be only used for the supplies and equipment for the PTO and the school and any other items would need to be approved by the PTO members. Also that it is to protect everyone.

Motion made for approval by: Mary

Dually seconded by Rachel, there was further discussion and the vote followed

Ayes: 3

Motion defeated

Vendor Fair Nicole and Krystal reporting

Is set for Sunday, November 15th 10 to 2:30. Please contact Nicole at nbwa7@comcast.net for more information. We are still looking for volunteers to help at this event. We have 23 committed vendors for the event. The NJHS will be doing the Bake Sale and the funds will go directly to them, they will also be helping out with the crafts for the children's activities. We will also be selling food at the event, along with having raffles, massages for \$5.00 for 5 minutes and mini make-over and/or satin hands for \$3.00. As a token every child who has a parent or relative attend the fair will receive a "No Uniform Pass" for use on Wednesday, November 25th.

Movie Night: April reporting

This event will be Friday, November 20, 2009 @ 7pm. We will need either Mrs. Breton or Mr. Kalisz to set up the screen and accessories to play the movie in the gym. Movie has been decided by the PTO members that it will be "Hotel for Dogs". We need volunteers to help out for the event. Children will be checked in and checked out, parent's don't have to be present but if would like to stay that is fine. We will have popcorn and drinks for the children.

Providence Bruins - April reporting

Looking to do this PTO outing again, last year was such a great hit. We are booked for January 10, 2010 4:05pm game Hartford v Providence; cost will include your ticket and the bus. Each child will receive a free Providence baseball cap. Further information will follow when the event gets closer. We would like to send out the flyers before Thanksgiving break and have a deadline for ticket request by Christmas break.

Skate Night: April reporting

This event will take place Sunday, January 17, 2010 at Carousal Skating Rink 5pm to 7pm \$3.00 for admission and \$3.00 for rentals if needed. In return the Carousal gives St Francis Xavier \$200.00.

Santa's Breakfast: Mary Cardoza reporting

This event will be taking place Sunday, December 13, 2009 9am to 12:30pm. The following list is what is needed if you can get any of the stuff or know someone that might be able to donate please contact Mary at corcor@comcast.net

THINGS NEEDED:

10 Gallons of Milk

16 Dozen Eggs

~~8 Boxes of pancake from BJ's~~ -will be donated by Nicole

~~20 Loaves of bread~~ is being donated

6 Boxes of sausages from Luzo

8 Gallons of Orange Juice

~~3 Cases of Butter for pancakes~~ - ordering from Voc

Coffee and Decaf - PTO supplies, we have already

10 Bottles of Syrup or 2 cases

~~Creamers and Sugars~~ - creamer will be purchased that day and already have sugar

~~Plates, Forks, Napkins, Knives, Tablecloths, and Cups~~ - PTO supplies, we have already

~~2 Gallons of Apple Juice~~ - will be donated by April

Prizes for Auction/Raffle

~~1 Case of Cocoa~~

Candy Canes

Still need raffle items and volunteers to help out. Set up will be Dec. 12th at 9am at the school gym.

Also noted last night was that this is Mary's last year with us and we are looking for someone to take over and chair this event for the coming years. You would shadow Mary this year and she will walk you through everything so that you wouldn't be just jumping in. Please contact Mary ASAP if you are interested in doing this. It's a great event and it's one of our biggest and it's only once a year. So give Mary a call.

Another sad note is that Lucie will no long be able to take the pictures at this event or any other event. We are looking for someone who might want to step and take over that also. If you are interested please contact Mary Cardoza.

Mary is going to check with Tracie B. to make sure that she still has Mr. & Mrs. Clause suits and to see of they will still dress for the occasion. Amy Valente-Pelletier had offered Mr. Clause suit if needed and that her husband would be able to dress if needed.

New Business

1. **Consignment Shop:** LivyBuggs is a new consignment store in Acushnet that will work with us to raise money for the school. It works as a standard consignment shop, but instead of the % going back to the parent, they agree to give it to the school. I believe it is 30% of what is sold but will confirm. We have the option of parents dropping off at the store or doing a designated day(s) at the school and they will provide us with a box truck. Details are pending but Marlene has agreed to do the paperwork, details, etc.

2. **Fundraiser:** Applebee's Fundraiser to be held Sunday, April 11, 2010 Aurora St. Laurent will be chairing this event. Further information to follow as the event gets closer.

3. **Christmas Gift: Motion made for approval by Mary:** Would like to give each classroom a \$100 gift certificate for supplies needed for their class supplies that are needed

Dually Second by Elizabeth there was further discussion

Stated that it was a little too much, Mary motion that it be lowered to \$50.00 per classroom

and the vote followed

Ayes: Unanimous

4. **Light bulbs:** The company has called to see if we were interested in doing the light bulb fundraiser again. It has been scheduled that the 1st two weeks of February to place orders, flyers will go out after Christmas break.

5. **Healthy Snacks:** It was brought up that if we should institute a healthy snack rack and the PTO would sponsor it. The only thing is that everything would need to be peanut free. PTO agreed with all the food allergies that this would not be a good idea.

JoAnn had made a beautiful basket to raffle off at the PTO meeting. She handed out raffle tickets to everyone and the winner is Marina. Congrats. Thank you Jo-Ann for your thoughtfulness.

Tabled for next meeting

If there is anything you would like on the agenda for the next meeting please email Dave LaPlante.

Meeting Adjourned: 8:43PM

Next Scheduled meeting: -

- Date: December 7, 2009
- Time: 7:00PM
- Location: SFX school library