

St. Francis Xavier School P.T.O.

Meeting Minutes

Recorded by: Mary Crapo-Pereira, Secretary

Meeting Date: October 3, 2011

The meeting was held at the St. Francis Xavier Church Hospitality Suite

Meeting Called to order by: Rosa Moniz, President

Start Time: 7:00 P.M.

Prayer: Rosa Moniz

Attendees: Sue Charbonneau, Krystal Kofton, Stacey Morris, Jocelyn Martins, Nancy McKenna, Caitlin Araujo, Andrea Vieira, Holly Raposa, Susan Alexander, Cheryl Batista, Keri Borba, Michelle Russo, Rosa Moniz, Joe Pereira, Mary Crapo-Pereira

New Business:

Yard Sale was reported by Rosa Moniz to have made \$1300.00 (\$500.00 of that figure was in Malassadas Sales).

Cheryl Batista spoke about the Fall Fundraiser that will be held at the Hawthorne Country Club on Friday, October 14th. Volunteers are needed for set up, working raffle/auction tables and clean up. Tickets are \$25.00 per person. Cheese and crackers will be served. If you are interested in helping out for this event, please contact Cheryl at cheryltor@comcast.net

Vendor Fair- November 13, 2011 from 10:00 A.M. to 2:30 P.M.

Vendor Fair- Krystal Kofton reported on the vendor fair. To date she has secured 9 vendors. She will need approximately 22 tables (19 for vendors and the remaining tables for bake sale and raffle items). The seventh and eighth grade classes will be running their bake sale during the vendor fair, with baked items being supplied by their parents. Proceeds from the bake sale will go to the seventh and eighth grade classes. Krystal is seeking out a variety of vendors but is specifically looking for craft type vendors selling items such as hair bows, tutus, doll clothes and other accessories. There will not be any food sold at the fair except for the bake sale. Krystal is also looking for an accurate count of the tables available, student craft items for the babysitting room, raffle cans and raffle tickets. A sign-up sheet was sent around for volunteers for help during assigned times. Volunteers for set up, event help and break down. Joe Pereira will have the fair advertised on Cable Access, Paul Revere sign and ComCast. If you

know of anyone interested in being a vendor, please contact Krystal at KKoifton@comcast.net

Santa Breakfast- Sunday, December 11, 2011 from 9:00 A.M. to 12:00 P.M.

Pat Correira will be the coordinator of the Santa Breakfast. Pat has scheduled the first subcommittee meeting for Monday, October 17th at 7:00 P.M. in the SFX Church Hospitality Room. Pat is seeking out volunteers to help with decorations, food prep and serving, tickets and sales as well as clean up. Santa has committed to being there with his red suit and Deanna DiMazzio will be available for photographs. Pat is asking for donations of glass jars and ribbons to decorate the centerpieces (holly). She will also be looking for donations of food items for the breakfast. Charlie Brown trees will be sold and possibly wreaths. Tickets will remain at the same cost as previous years-\$5.00 per person or \$15.00 per family. Chinese Auction will be run by Nancy McKenna and her daughter(s). If you are interested in volunteering for this event, you can attend the subcommittee meeting on October 17th. If you are unable to attend the subcommittee meeting but would still be available to volunteer the day of set up or the day of the event, please contact Pat at rdjis5@yahoo.com

Marlene Kalisz contacted PTO members to see if anyone would be updating the website to include PTO meeting minutes. She has offered to continue if no one else would be updating the site. M. Crapo-Pereira will be sending out the minutes to PTO members via email.

Other Events: Upcoming possibilities

Candy Bar Bingo

Providence Bruins

Father/Daughter Dance

We would like to thank all that attended and hope to see more new faces. If you can not attend the P.T.O. meetings but would like to volunteer for an event, subcommittee or share an idea please contact Rosa Moniz at danielpmoniz@gmail.com

Meeting Adjourned: 8:05 p.m.

Next Meeting: Monday, November 7, 2011

Place: St. Francis Xavier Church Hospitality Suite

Time: 6:30 p.m. for Evening Prayer

7:00 p.m. for P.T.O. meeting

