

# PALMER CATHOLIC ACADEMY HSA MEETING MINUTES

*September 7, 2022*

Call to Order

A meeting of the Palmer Catholic Academy HSA was held on September 7, 2022 in the concessions area and via Zoom at 8:30 am. Members in attendance included Natasha Royer, Liz Tenenbaum, Alexa Hogan, Kelley Solosky, Liz Vianello, Lindsey Barnard, Caitlin Dooley, Monica Begeman, Manala Douglas, Jennifer Miller-Louw, Jana Arnette, Kelly Lasky, Donyal Crowley, Jill Rattigan, Adam Newell, Kristin Orr, Sarah Smith, Rebecca Rosenbaum, Kate Schmidt, Daryle Barnard

The meeting began with a prayer and will continue to reflect our Mission Statement.

## **Meeting Agenda & Reports**

1. Yearly Agenda - Liz Tenenbaum and Natasha Royer
  - Major events: Fund Run & Angel Ball
  - Goal to raise \$170,000 net to provide to school
  - Golf last year was successful too!
  
2. Treasury Report - Liz Vianello
  - Spirit Wear was the highest number ever with the start of Friday Spirit Days. The store will reopen again in November for holiday shopping
  
3. Sponsorship Update - Kristin Powell
  - Reviewed areas sponsors are featured
  - Looking for additional assistance in this area
  - Accounts for 25-30% of yearly fundraising
  - Potential for headline sponsors for large events. Example: PVPD does Fund Run
  - Updating form currently to circulate soon
  - Make changes to the Business directory? Submission electronically versus turning in a physical copy of business cards? Potential to include in a weekly newsletter for certain sponsorship levels?
  
4. Hospitality Update - Jill Ratigan
  - 50 new families this year
  - Moving to a team effort, rather than a one on one dynamic
  - Aim to have mentors in place in the spring of 2023 for the 2023-2024 school year. More of a summer commitment than originally communicated.
  
5. Room Parent Update - Jill Ratigan
  - To be sent to principals for approval shortly
  - Goal is to have kickoff meeting by end of September

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6. Fund Run Update - Liz Vianello
  - Volunteer Sign-Ups have gone out with a great response. Still Need carline sign holders.
  - Website created, T Shirts ordered
  - Scheduled drafted; waiting on Bonds approval
  - same amounts as last year: \$150 for 5 service hours
  - Monica will look into advertising more with the Churches
7. Fall Festival - Jana Arnette
  - October 22
  - PreK is included
  - Sells out fast!
  - Tons of volunteer opportunities, especially for working families because it's a weekend event
8. Teacher Luncheons/Starbucks Runs/Thankful Thursdays
  - Thanksgiving, Christmas and Easter are the 3 luncheons through a catering company
  - Months without luncheons will have a Thankful Thursday
  - Sign up for needs for the teachers lounge? Examples like creamer, K Cups, Soda Stream?
  - Staff & Teacher wish list update: fill out via google form for gift giving
  - Each grade/class adopts an enrichment teacher/staff member. Need coordinator for this.
9. PCAP Liaison - Natasha Royer
  - Krizia and Adam to meet
  - Book fair details to be worked out
10. Spirit Wear Update - Liz Tenenbaum
  - Will distribute this week
11. Discount Card Update - Liza Tenenbaum
  - Out for print now
  - Lost Napaolis, gained Foxtail Coffee
  - Change dates for next year so the card is active for 12 months rather than 10.
12. Yearbook
  - Kristin Orr is assisting with yearbook
  - She already created an email and submitted for approval
13. Alumni Update - Donyal Crowley
  - Dana Dreakman is assisting
  - Aiming to do a quarterly newsletter and an updated directory
14. Additional Business
  - Book Fair is now though Good News Book Fair (Catholic-based company)
  - Parishioners are an untapped resource for the school
  - Book Club HSA social effort - Alexa is updating flyer and will be distributed via email to HSA members.