

**Saints Service Organization
MEETING MINUTES**

Meeting: SSO Board Meeting
Secretary: Katie Trainor

Called to Order by: Jenny Reali, President
Date: November 30, 2010
Time: 7:007PM

Attendance: L. Andrews, J. Artbauer, G. Bulan, K. Conway, G. Gibson, E. Grace, T. Griffin, C. Litten, L. Militello, L. Mitchell, M. Morabeto, J. Reali, T. Rehl, K. Trainor, C. Viglianco, MA. Campbell K. Ramirez, M. Smith, P. Thoma, T. Barney, T. Vargo, VA. Kotansky, T. Medley

TOPIC/SPEAKER	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION/FOLLOW-UP
Meeting Called to Order, Prayer, Minutes approved, Birthdays, Thank you's, Solicitation, Newsletter, Virtus Training, Focus Group.	<ul style="list-style-type: none"> • Jenny called meeting to order • Leslie recites opening prayer • Correction to minutes per Tracy Rehl. • Minutes 1st approval by Lori Militello. Carrie Litten 2nd motion to approve. • Acknowledgement of November birthdays • Thank you's to Chairs-Caron Viglianco and Marie Morabeto and Gretchen Bulan • No more solicitation to SSO Board Members at meetings. • Newsletter received positive feedback from SSO Board. Suggestion made to talk to Paul Nickels to find out how many people viewed newsletter online. • Virtus Training needs to be Mandatory for all volunteers per LCA policy with the exception of adult only functions, i.e., Auction. However there are "grey" parameters that need to be addressed, i.e., If volunteer is on decorating committee for "Auction" then they will be present in gym while students are around. Discussion concerning enforcement and the how the school is currently handling this issue for all events. • SSO suggested forming a "focus group" of parents to explore fundraising opportunities. 	<ul style="list-style-type: none"> • Katie to make correction to minutes. 242 current SSO members NOT directory members. • Chairs to solicit via personal relationships, SSO directory. • When soliciting volunteers 1st find out whether they are V.Trained. • Jenny to talk with Marilyn Wangler regarding "Master" list of trained parents. • Katie gave Jenny Diocesan contact for Virtus Training, Sharon Minson. • Carrie volunteered to help Jenny with "Team Virtus". • Anyone interested in joining the "Focus Group" CONTACT JENNY!!!
MaryAnn Campbell- Director of Advancement	<ul style="list-style-type: none"> • Thanks to Book Fair, All School Service Day and SSO Newsletter Chairs and Co-Chairs. • Auction goal of \$75k met and exceeded. Final number not available yet. Auction proceeds were double that of 2009 Auction. • 1/3 of guest outside of immediate LCA community. 	
Marie Morabeto-Treasurer	<ul style="list-style-type: none"> • Current treasury \$15, 020.51. Deposits of \$4,302.50 and receipts of \$143.95 for the month of November. • • Run for Excellence profit currently at \$3800 with additional dollars undetermined but upwards of \$5,000.00 per Mary Ann. • Since the start of the fundraiser in 2005 profit has decreased significantly from \$10k the first year. • Attendance has doubled however budget expenses have been high, i.e., t-shirt costs. • 1st weekend of school year not optimal because no time to promote event. • Potentially change Run for Excellence from a "fundraiser" to a "wellness initiative". • Large team of volunteers needed to chair event 	
Leslie Andrews-Vice President SSO Event Chair Check List	<ul style="list-style-type: none"> • Leslie submitted rough draft of SSO Event Check List. • Contact list for supplies, maintenance etc. should be included for reference. 	<ul style="list-style-type: none"> • SSO Board Members to review draft of Check List and submit feedback to Leslie.
Tracy Rehl- Membership	<ul style="list-style-type: none"> • Currently 249 SSO members. • Volunteer Tracking up-to-date, except for cafeteria and library numbers. 	
Chair Reports- Marie Morabeto Caron Viglianco	<ul style="list-style-type: none"> • All School Service Day; 435 students, 52 parents, 30 teachers & staff, 42 houses, successful event • Book Fair-over 50 individual volunteers, almost 200 people at pajama party. Over 250 books purchased for teacher "Wish List". Over \$14k sold compared to last years \$6k. Library made \$5700 from Scholastic. Portion of money received in books and a portion taken in money. • Breakfasts with Santa Tickets dropped off Monday however not all have been dispersed to students. Elf Shelf and Breakfast with Santa Saturday, Dec.4th. 	<ul style="list-style-type: none"> • Mary Ann will have announcement made in the morning of 12/1.
Caron Viglianco Marie Morabeto- Positive Volunteer Experience	<ul style="list-style-type: none"> • Marie shared a letter a parent wrote regarding her positive volunteer experience during All School Service Day. • Suggestion made that letter be posted as link in next newsletter. 	<ul style="list-style-type: none"> • Mary Ann will share letter with Board of Directors. • Marie to get permission from parent to share her letter.

TOPIC/SPEAKER	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION/FOLLOW-UP
Adjournment & Prayer- Jenny and Leslie	<ul style="list-style-type: none"><li data-bbox="443 73 1423 105">• NEXT MEETING TUESDAY JANUARY 25TH 7:00 IN THE CAFETERIA	