

DPA-St.Catherine Home & School Association

April 22, 2020

Meeting Agenda & Notes

- Welcome and Prayer
 - Attendees: *Ann Burgtorf, Courtney Stone, Kate Beuschel, Katie Hackenberg, Bonnie Pline, Ryan Swanson, Kathy Morey*
- Treasury Update
- 2020/2021 Teacher Start Up Money
 - Typically do \$150/classroom; \$250 if the classroom has a brand new teacher
 - *Approved*
- Confirmation of Nominations (no vote necessary if other nominations not received)
 - President: *Ryan Swanson Confirmed; no vote necessary*
 - Vice-President: *Bonnie Pline Confirmed; no vote necessary*
- Appointment of Treasurer & Secretary
 - Treasurer: *Heather Braspenninx*
 - Co-secretaries: *Katie Hackenberg & Ann Burgtorf*
- Parent/Staff Comments/Questions
 - *Parents are VERY happy with all the work the teachers have put in to make the transition to "home-schooling" easier! Kudos to our staff!!!*
 - *Will get together w/ St. Joe's HSA sometime this summer to set dates for 2020/2021 school year, including dance, bowling, and field day.*
 - *We need to start an alumni list, including mailing addresses. Kathy will set up a Facebook group.*
- **Next Meeting: Wednesday, May 20 @ 6:00**
 - ***Will be virtual again; link we be emailed out and is accessible on the school calendar.***
- Auction, The Roaring 20s, October 17, 2020
 - *Will discuss in May; Kathy will start working on brochure; Our Lady of Consolation is doing theirs online*

- Pre auction responsibilities
 - Brochure (and request letter)
 - Online donation requests
 - Mail donation request letters w/ brochures
 - Donation follow-up (not online)
 - Decorations
 - Bar
 - Program
 - Donation idea board (for back of church)
 - Coordinate w/ caterer
 - Put announcements in bulletin
 - Make announcement at Mass
 - Ticket sales at Masses
 - Heads & Tails items to sell (play game *before* live auction)
 - Change (money) for all needs
 - Posters for check out and raffles
 - Live auction paddles
 - Live auction ideas
- During Auction responsibilities
 - Emcee
 - Bar
 - Check in
 - 50/50 sellers (two rounds)
 - Heads & Tails sellers (good to go around at least once along w/ selling at raffle table)
 - Raffle table
 - Coordinator for appetizers/dinner/dessert
 - Silent auction table closers (close before Live Auction?)
 - Check out