

**DEVELOPMENT MEETING MINUTES REPORT
WEDNESDAY, SEPTEMBER 14, 2011**

1. New Development Positions for 2011/2012 School Year:

Chair – Gina Roth
Vice Chair/Parish Liaison & Grant Writer – Lisa King
Stewardship Liaison – Dave Lucas
Tile Wall Coordinators – Terry Naiker and DeeAnne Merletti
Development Weekend – Gina Roth, Angie Blackmon, Beth Stagner and Joy Lopez
Treasurer & Thank You Card Writing – Angela Schmidt
Recording Secretary, Web Liaison & Alumni Liaison – Beth Stagner
Super Bowl Fundraiser Chair – Sue Panella
School Board Liaison – Gina Roth, Kevin Schmidtbauer, Lisa King

2. Update from Father Vince Cotter:

- School and Parish staff met at a summer joint retreat to establish a common working bond.
- A Parish retreat is coming in October/November at St. Agnes and St. Bonaventure's parishes.
- Richard Garrigan (consultant) will be in town on October 12th.
- Father was made aware of a \$1,000 donor who did not receive a thank you and thus did not give her next donation to the school. Reminder that Thank You letters are very important.
- Altar furniture is due next week and remaining pieces should arrive before January's dedication.

3. Website Updates & Board Minutes:

The website shall be updated with event information and links to forms for all events. Will be part of Recording Secretary's responsibility. Minutes Report to be posted to the website within 10 days following any Board meeting.

4. Grant Writing:

Tim Ouimet has agreed to provide some information as to responsibilities for writing grants. Gina Roth found an organization that will provide training for research and grant writing. Cost is \$500 for 2 days in Sacramento.

5. Treasurer's Report – Angela Schmidt:

- We are 25% of our 2019 goal to reach \$1M for the Endowment fund;
- Golf is estimated at \$10k in profit
- Currently golf account sits at \$23,561.35 (part of overall monies/assets)
- Need to review the system for the Development accounting
- Angela will review system for providing Thank You information to note writers

6. Additional Events:

Suggested additional events to bring additional monies to the Endowment Fund, possibly for next year:

- Flip Flops & Lemon Drops • Wine, Women & Shoes • Alumni Event

7. Principal's Update/Strategic Vision – Jill Lucia:

- Pre-K is still under review with various entities, but it is a desire.
- Band is not possible at this time, but Mrs. McDonald may be able to assess after her first academic year
- Christmas Pageant will be a more choral concert with various parts added; Spring is still being developed

8. Golf Tournament Report – Linda Colvis:

- Raffle/baskets prizes are underway with Sue. Goal is to obtain 8 "Grand" Prizes that will be part of the raffle/auction.
- Selling of raffle tickets has been approved at carline.
- Assignments have been determined for those who signed up to assist as part of their hours.
- Bulletin information has been delivered to both St. Agnes and St. Bonaventure's Parishes.
- There is a question about having the Family portion of the event due to the Diocese rules against alcohol at any function where students will participate. This may also affect student volunteers.
- CYO blast email to go out by Dave Lucas.