



HOME AND SCHOOL ASSOCIATION  
EXECUTIVE BOARD MEETING

MINUTES

**Date:** May 7, 2012.  
**Time:** 8:40 a.m.  
**Place:** HSA Room, All Saints Catholic School.

CALL TO ORDER

At 8:40 a.m., Allie Kleisley, the President, called the All Saints Catholic School, Home and School Association ["HSA"] Executive Board Meeting ["HSA Board Meeting"] to order. The President determined that a quorum was present and opened the HSA Board Meeting.

ROLL CALL

|                          |                             |             |
|--------------------------|-----------------------------|-------------|
| • Fr. Don                | Pastors' Representative     | Present     |
| • Mrs. Quick             | ASCS Principal              | Present     |
| • Mrs. Korf              | ASCS Assistant Principal    | Present     |
| • Allie Kleisley         | HSA President               | Present     |
| • Michael J. Overbeck    | HSA Vice President          | Present     |
| • Ellen Jones            | HSA Corresponding Secretary | Not Present |
| • Sabra Avery            | HSA Treasurer               | Present     |
| • Preston J. Fields, Sr. | HSA Recording Secretary     | Present     |
| • Rosemary Dailey        | HSA Member-at-Large         | Present     |
| • Tina Mahoney           | Auction Committee           | Present     |
| • Lisa Edwards           | Auction Committee           | Present     |
| • Susie Travers          | Ladies Tea Committee        | Present     |
| • Joy Wilt               | Ladies Tea Committee        | Present     |

## PRAYER

Father Don, the Pastor Moderator, led the opening prayer.

## PRESIDENT'S REPORT & UPCOMING EVENTS:

1. **Auction.** *Date: November 3, 2012. Time: 6:30 p.m. - 11:00 p.m.*  
Tina Mahoney and Lisa Edwards updated the HSA Board on next year's Auction which will be held at the Bear's Club. The cost will be **\$150.00 per person**.
2. **Benefactor's Party.** *Date: October 6, 2012. Time: TBA.*  
It will be held at Carolyn Spellman's house, who will underwrite the party. The expected cost will be **\$50.00 per couple**.
3. **Ladies Tea.** Susie Travers and Joy Wilt updated the HSA Board on the outcome of the Ladies Tea. The Committee exceeded its estimations and netted more than 40% of what it expected. The Committee made a net profit of **\$20,358.00**.
4. **Approval of Minutes.** The Minutes of the April 2012 HSA Board Meeting ["Minutes"] were presented. Allie Kleisley moved to approve the Minutes. Michael J. Overbeck seconded the Motion, which passed unanimously.
5. **Calendar (2012-2013).** A copy of the Calendar for School Year 2012-2013 is attached.
6. **Magnets.** During the last weeks of this school year, ASCS will allow the students to select certain decorative magnets to take home.
7. **Room Cleaning.** Allie Kleisley will set up a clean-up committee to clean the HSA Room.
8. **Elections.** This year, the offices of Vice President, Corresponding Secretary, and Member-At-Large were open for election. The officers who currently hold the positions timely applied for reelection. However, no one registered to run for the offices. Thus, the officers were elected without opposition. Therefore, Michael J. Overbeck is the Vice President, Ellen Jones is the Corresponding Secretary, Rosemary Dailey is the HSA Member-At-Large.

## VICE PRESIDENT'S REPORT

Michael J. Overbeck, the Vice President, did not have a report.

## PRINCIPAL'S / VICE PRINCIPAL'S REPORT

Mrs. Quick advised that the HSA Board meeting room will be moved to Room 109 next year.

## **FINANCIAL REPORT**

Sabra Avery provided the financial update. A copy is attached. At this point, the Eagle Pledge has missed its mark by **\$12,071.18**, and we are below our goal by **\$2,317.78**. We are still trying to bring in more Eagle Pledge money to bridge the gap before the end of the year.

Rosemary Dailey moved to increase the HSA activity fee from **\$35.00** to **\$100.00**. Michael J. Overbeck seconded the motion. The motion passed unanimously.

**Note: After the vote, we were notified that the Pastors met and discussed the increase in the parent activity fee. The Pastors realized the problem. In order to formulate a compromise, the Pastors agreed to reduce the HSA fundraising goal from \$143,000.00 to \$130,000.00 and suggested that we limit the increase from \$35.00 to \$50.00. The HSA Board welcomed the solution and voted by e-mail to reduce the HSA parent activity fee to \$50.00.**

Preston J. Fields, Sr. made a motion by e-mail to amend the increased HSA parent activity fee and reduce it from \$100.00 to \$50.00. Michael Overbeck seconded the Motion, which passed unanimously.

## **PASTOR MODERATOR'S REPORT: FR. DON**

Fr. Don updated the Board on the general status of the School. Overall, the School is doing well.

## **MEMBER AT LARGE REPORT**

Rosemary Daily, the Member at Large, reported that there was no further update.

## **CORRESPONDING SECRETARY REPORT**

Ellen Jones, the Corresponding Secretary, was not present.

## **RECORDING SECRETARY**

Preston J. Fields, Sr., the Recording Secretary, reported that all Minutes are up to date.

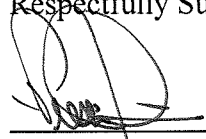
## **ADJOURNMENT**

There being no further business, the HSA Board Meeting was adjourned at 10:01 a.m. The next HSA Board Meeting is scheduled for June 4, 2012, at 8:45 a.m. and it will be held in the HSA

Room, All Saints Catholic School, 1759 Indian Creek Parkway, Jupiter, Florida 33458.

**DATED** this 04 day of June 2012.

Respectfully Submitted,



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Preston J. Fields, Sr.  
Recording Secretary

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All Saints Catholic School  
Home School Association  
2011-2012

| Item                     | Budget               | Actual               | Variance to Budget<br>(Fav)/Unfav |                    |   |
|--------------------------|----------------------|----------------------|-----------------------------------|--------------------|---|
| HSA Dues                 | \$ 8,000.00          | \$ 9,546.92          | \$ (1,546.92)                     | \$ 600.46          | April revenues-\$644 Tervis Tumbler sales; need to pay for orders |
| HSA Uniforms             | \$ -                 | \$ 1,359.00          | \$ (1,359.00)                     | \$ 137.00          |   |
| HSA Eagle Pledge         | \$ 30,000.00         | \$ 17,928.82         | \$ 12,071.18                      | \$ 60.00           |   |
| HSA Italian Night        | \$ -                 | \$ 231.77            | \$ (231.77)                       |                    |   |
| HSA Magazine Drive       | \$ 18,000.00         | \$ 20,292.88         | \$ (2,292.88)                     |                    |   |
| HSA Bowling Night        | \$ -                 | \$ -                 | \$ -                              |                    |   |
| HSA Auction              | \$ 70,000.00         | \$ 66,916.38         | \$ 3,083.62                       | \$ (13,186.90)     | Call from the Heart transfer to ASCS \$13,049                     |
| HSA Movie Night          | \$ -                 | \$ (261.14)          | \$ 261.14                         |                    |   |
| HSA Daddy Daughter Dance | \$ -                 | \$ 1,066.80          | \$ (1,066.80)                     |                    |   |
| HSA Rummage Sale         | \$ 3,000.00          | \$ 2,972.32          | \$ 27.68                          | \$ 2,972.32        | April revenues  |
| HSA Ladies Luncheon      | \$ 14,000.00         | \$ 20,628.47         | \$ (6,628.47)                     | \$ 15,803.47       | April revenues  |
| <b>Total</b>             | <b>\$ 143,000.00</b> | <b>\$ 140,682.22</b> | <b>\$ 2,317.78</b>                | <b>\$ 6,366.35</b> | <b>Total revenues in April</b>                                    |
| Less:                    |                      |                      |                                   |                    |   |
| Contribution to ASCS     | \$ (143,000.00)      | \$ (100,000.00)      | \$ (43,000.00)                    |                    | CK 1607 4/2/2012  |
| Surplus/(Deficit)        | \$ -                 | \$ 40,682.22         | \$ (40,682.22)                    |                    | balance includes \$5,450.05 transfer from ASCS due this week      |

Account balance @ 4/30/12

\$ 46,967.07 \$6,284.85 account balance @ beginning of year

"TEA" is for Time, Talent Treasures  
Income and Expense Report

5/7/2012

| Explanation/Summary             | Budgeted        | Actual          | Difference    | Total           | Exceed/Short   | Grand Total \$  |
|---------------------------------|-----------------|-----------------|---------------|-----------------|----------------|-----------------|
| <b>INCOME</b>                   |                 |                 |               |                 |                |                 |
| <b>Vendor Fees</b>              | <b>\$2,000</b>  | <b>\$2,950</b>  | <b>\$950</b>  | <b>\$2,950</b>  | <b>\$950</b>   |                 |
| "TEA" Keepsakes                 |                 |                 |               | \$4,323         | \$623          |                 |
| Mugs                            | \$3,000         | \$3,435         | \$435         |                 |                |                 |
| Tea Pots                        | \$700           | \$888           | \$188         |                 |                |                 |
| <b>Attendees</b>                |                 |                 |               | <b>\$6,650</b>  | <b>\$750</b>   |                 |
| <b>Guest Tickets</b>            | <b>\$5,250</b>  | <b>\$6,235</b>  | <b>\$985</b>  |                 |                |                 |
| <b>Tables</b>                   | <b>\$300</b>    | <b>\$210</b>    | <b>-\$90</b>  |                 |                |                 |
| <b>Honoree</b>                  | <b>\$350</b>    | <b>\$90</b>     | <b>-\$260</b> |                 |                |                 |
| <b>Donation</b>                 | <b>\$0</b>      | <b>\$115</b>    | <b>\$115</b>  |                 |                |                 |
| Raffle Ticket Sales             | \$3,500         |                 | \$4,219       | \$7,719         | \$4,219        |                 |
| Main Raffle Tickets             |                 | \$5,571         |               |                 |                |                 |
| Chinese Raffle Ticket           |                 | \$1,723         |               |                 |                |                 |
| 50/50 Raffle                    |                 | \$425           |               |                 |                |                 |
| <b>Auction Proceeds</b>         | <b>\$3,500</b>  |                 | <b>-\$581</b> | <b>\$2,919</b>  | <b>-\$581</b>  |                 |
| <b>Silent Auction items</b>     |                 | <b>\$1,919</b>  |               |                 |                |                 |
| <b>Teacher Treats</b>           |                 | <b>\$1,000</b>  |               |                 |                |                 |
| Donation / Underwriting         | \$0             |                 | \$700         | \$700           | \$700          |                 |
| Anonymous *                     |                 | \$600           | \$600         |                 |                |                 |
| Rochefort/Dress                 |                 | \$100           | \$100         |                 |                |                 |
| <b>Total "TEA" Income</b>       | <b>\$18,600</b> | <b>\$25,261</b> |               | <b>\$25,261</b> | <b>\$6,661</b> | <b>\$25,261</b> |
| <b>EXPENSES</b>                 |                 |                 |               |                 |                |                 |
| <b>Clay-King</b>                | <b>\$1,700</b>  | <b>\$1,700</b>  | <b>\$0</b>    | <b>\$1,700</b>  | <b>\$0</b>     |                 |
| Gardens Mall Gift Card          | \$1,000         | \$1,000         | \$0           | \$1,000         | \$0            |                 |
| <b>Current Catalog/G-bags *</b> | <b>\$600</b>    | <b>\$605</b>    | <b>-\$5</b>   | <b>\$605</b>    | <b>-\$5</b>    |                 |
| Printing                        | \$600           |                 | \$125         | \$475           | \$125          |                 |
| Minute Man/Raffle tix           |                 | \$266           |               |                 |                |                 |
| L Pepper/Invitation,etc         |                 | \$209           |               |                 |                |                 |
| <b>Food &amp; Beverage</b>      | <b>\$500</b>    |                 |               | <b>\$468</b>    | <b>\$32</b>    |                 |
| <b>Bentley's Café</b>           |                 | <b>\$350</b>    |               |                 |                |                 |
| <b>Linda Pepper</b>             |                 | <b>\$17</b>     |               |                 |                |                 |
| <b>Kathryn Christensen</b>      |                 | <b>\$101</b>    |               |                 |                |                 |
| Misc /Unexpected                | \$300           |                 |               | \$655           | -\$355         |                 |
| Soph Seting/seat covers         |                 | \$600           | -\$300        |                 |                |                 |
| A Kleisley/chair flowers        |                 | \$55            | -\$55         |                 |                |                 |
| <b>Total "TEA" Expenses</b>     | <b>\$4,700</b>  | <b>\$4,903</b>  | <b>-\$235</b> | <b>\$4,903</b>  | <b>-\$203</b>  | <b>\$4,903</b>  |
| <b>TOTAL "TEA" NET</b>          |                 |                 |               |                 |                | <b>\$20,358</b> |

\* Anonymous donation specifically solicited & donation granted for Current Catalog/Goodie Bags