



MAY MEETING OF THE BOARD

MEETING MINUTES

The Basilica School of Saint Mary Home and School Association
Wednesday, May 17, 2023, at 7:00 PM
Faculty Lounge

I. 7:12 p.m. – Call to Order – Kristen Zottola, HSA President

II. Opening Prayer and Pastor's Report – Mr. Loia for Fr. Hathaway

It has been busy at the Basilica: 102 young folks received the sacrament of confirmation; 111 second graders received First Communion, including 81 students. Mary was celebrated with the May Crowning as well. Grandparents were honored at the school on May 15, with grandparents and special friends day. The Seminarian Sprint will be on May 18, which is the 32nd anniversary of Fr. Hathaway's ordination. This will be the 17th annual seminarian sprint – relays and lots of fun, with several new faces joining the parish staff.

III. Principal's Report – Mr. Robert Loia, Principal

Hardhat tours will continue, showing what construction looks like. The school has started Men of Virtue and Women of Virtue, which are leadership programs. We've started a boy's choir – they made their debut for First Friday Mass, and will be singing again. We have launched Works of Mercy program. We had a wonderful drama production of Newsies. The May Crowning was beautiful – we processed up the street. The Battle of the Books team competed – they took first in their division, and did a wonderful job. Seminarian Sprint will be Thursday, May 18. The Spring Concert will be on May 24 for band, strings, and guitar. May 26 will be field day, and Colin Casey. Interviewing for some positions, as there are a number of positions to fill.

IV. Treasurer's Report – Sarah Lyle, HSA Treasurer

Were able to make \$196+K off the auction in profit. Receipts were \$268+K; expenses were \$46+K, which results in a net positive \$223+K, and some additional receipts will trickle in. Have tried to clarify what some of the expense requests are form, and at some point, we will write it out so it's consistent. Expenses need to be in by the end of the month. For auction reimbursements, doing well, have completed the big

ones, and there might still be a few coming through.

V. Approval of Meeting Minutes – Erica Dempsey, HSA Secretary

VI. Proposal of Bylaws – Erica Dempsey, HSA Secretary

Proposed Bylaws were approved to be put forward to the full school community.

VII. Mary Lead Us Campaign/Annual Fund Report – Anne Mathis/Jonathan Day

Have had hardhat tours and would like to do more of those. Just hired a new stewardship and annual fund program officer. The campaign has brought together the school and parish communities, and will work to strengthen that. The goal for the annual fund will be \$200K. Are looking at whether to start a corporate partners program.

VIII. Hospitality Committee Update – Cara Burke, Stephanie Scott, Rebecca Stalnaker

Among the events in the last month: Flowers were put out so the teachers could make their own bouquets; there was a Cinco de Mayo luncheon and happy hour; pizza for Teacher Appreciation Week; and the Committee will help with new student orientation and the last day teacher luncheon.

IX. FIS/Room Parent Update – Erin Donnelly/Laura Coleman

Anyone with interest in positions should email the FIS account. Work continues to finalize the catalogue, and there are a handful of new positions. With room parents, they have been helping on an as needed basis, getting bouquets together for the May Crowning, helping to recruit volunteers, hoping for the end of year gifts including faculty and staff. Working to put together recommendations for the program next year, including a standardization across the grades, and a review of communications of room parents vs. the school on Schoology.

X. External Fundraising and Community Outreach – Jen Szymanski, Jocelyn Voell

Scout Bag Fundraiser: 72 items ordered by 40 individuals, and the company covered the cost of the logo production. The last dining fundraiser saw 63 orders placed. Will work to put out a new parent letter regarding boxtops and Mabel's Labels.

XI. CYO Update – Jean Marie O'Neil

Successful CYO track meet – lots of familiar faces there, lots of high placements in the official results.

XII. Special Events – Sherwood Turnbull

Just held a very successful Mother-Son event, with lots of good feedback.

XIII. New Business

There will be a meeting about Internet Safety – parent information night on Monday

night. Dr. Michael Horne is presenting, and it will probably last an hour or so. They will offer two FIS shares for attending.

Possible uniforms changing next year – possibility of a fleece for the middle school; skirts with pockets, pants for the girls in winter.

Volunteer Happy Hour: Intent is for the HSA to thank volunteers.

Volunteer Software for Tracking: There are many settings that don't work for us right now. Could the HSA pay for a license for SignUp Genius, where there is one person who makes the SignUp with approved language. Looking for other recommendations.

XIV. 8:39 p.m. – Adjournment – Kristen Zottola, HSA President