

SMEC MEETING MINUTES
October 23, 2019

Members Present : Fr. Brad Whistle, Stephen Chino, Stephanie Suazo, Matt Durbin, Chris Haas, Bryan Hayden, Janet Vannatter, Ayana McKenzie, Kelly Yazigi

St. Mary/Diocesan Staff Present: Eleanor Spry, Ashley Wright, Robin Mowers, Lisa Clark, Doug Shelton

Approval of Minutes: 1st motion to approve the minutes was made by Chris Haas, 2nd by Matt Durbin, motion carried

Episcopal Vicar Updates: No Update

Superintendent Updates: No Update

Administrative Updates:

Director: written report submitted. Eleanor stated that the upcoming Auction and Bingo were the current focus. Next item on the horizon would be the Annual Fund. She also added that the Building and Grounds committee meeting was next week and included new committee members who had backgrounds in facility management and construction.

ES Principal: written report submitted. Mrs. Clark mentioned that the Mass held at the Elementary School with Bishop Medley was well received.

MS/HS Principal: written report submitted. Mr. Shelton mentioned the upcoming parent/teacher conferences this week, wrapping up of fall sports and he noted that the Elementary Mass with Bishop Medley was very special as a non-Catholic parent. He also noted that currently our students have a 25.42 ACT average with 2 testing windows to go.

Committee Reports:

Catholic Identity: No report

Building and Grounds: Information is included in the Director's report.

Advancement/Enrollment: Ashley Wright reported that enrollment is going well. Tours for next year start tomorrow and seem to be consistent with last year. The new website looks great, is streamlined, and focused on marketing our school. We are continuing online marketing with Facebook Ads, Pay Per Click, and Retargeting. The online marketing seems to be working well. Ashley also noted that the Annual Fund letters would go out after the Auction. An Alumni Fall Newsletter went out this month and they are considering mailing newsletters to older alumni who may prefer paper over a digital newsletter.

Robin Mowers reported that Trivia Night this past month was cancelled due to low attendance which was in part to various other events scheduled that weekend. The next Trivia Night is

scheduled for March 28th, 2020. Robin also noted that Auction table sales are going well. There are 40 tables, each seating 10 people. We only have 6 full tables and a few partial tables remaining.

Finance: No financial report submitted this month due to Auction

Technology: No report

Booster Club: No report

Old Business: October 2019 is the first month that St. Mary volunteers operated Bingo without the help of Jackie Hopper. There are concerns about the lack of families volunteering to work Bingo shifts and leadership positions not yet filled. Robin Mowers reported that another email was sent to St. Mary families asking for Bingo help with no response. One random parent volunteered for pull tab chair which makes three pull tab chairs, including Robin, but four workers are preferred. No one else stepped up to take the other open positions. Dennis H, who has helped Jackie Hopper with Bingo for many years has agreed to help us some of the time. The first two Sundays of the month we encountered a few glitches including an issue with paper sales, microphone, ball dropper malfunction, etc. Callers were, "beat up," verbally by the players but Tim Sheer was able to help in these situations. Tim Sheer has agreed to help us through the month of October. Player satisfaction of our handling of Bingo since Jackie left has been mixed. Stephen Chino noted that he received phone calls from worried parents who do volunteer, asking more about the meaning of our most recent bingo email noting need for workers. Robin stated that our profit from the first quarter of Bingo sales was approximately \$22,000 and that the second quarter is projected to be about \$20,000. We budgeted \$50,000 for the current 2019-2020 school year. If we were to discontinue the Bingo program at the end of the second quarter this would leave us approximately \$8,000 under budget. Board members discussed options to make up the shortfall including the Annual Fund. With finding volunteers difficult, the board discussed cancelling Bingo either November 3rd which would be the Sunday following our Auction or the Sunday following Thanksgiving. Stephen Chino suggested that SMEC members be given a list of St. Mary parents who have not yet worked Bingo this school year and Board members call these people personally to fill in the scheduling gaps in the months of November and December. Robin agreed to provide a list to SMEC members the next day and members agreed to communicate via email as to who they were calling to avoid duplicate calls. Eleanor asked for all SMEC members to pray for discernment.

New Business: No New Business

Meeting adjourned at 7:12 pm

Respectfully submitted by Kelly Yazigi, Recording Secretary