



# St. Emily School FSA Agenda – May 16, 2023 ZOOM

**Attendees:** Fr. Presta, Jen Kottra, Nancy Urbaszewski, Josie Favia, Kelly Rizzo, Angie Theodosopoulos, Stephanie Pasko-Nelson, Christina Carlson, Anna D'Souza, Jessica Krams, Lindsay Rudy, Josephine Giannelli, Katie Wester, Caitlin Monoscalco, Jen Kottra

## I. Call to Order (Jen) at 7:02pm

## II. Prayer (Fr. Presta)

## III. Approval of 4/18 Minutes (Jen) motion by Angie, second by Jessica

## IV. Principal's Report (Ms. Booth)

- Thank you to FSA for Track-A-Thon donation and wonderful Teacher Appreciation Week

## V. Pastor's Report (Fr. Presta)

- School Masses in May & June
  - May 9th 8th grade received school ribbons during liturgy
  - No school mass on May 30th
  - Last school mass on Friday, June 2nd at 8:30am / Fr. Presta and Fr. Hank will concelebrate
- 2023 Youth Summer Programs
  - Totus Tuus - July 16-20 = evening program / July 17-21 = day program
  - Vacation Bible School - July 24-28
  - Contact David Mika
- Garden Club Needs Help this Summer
  - water all new landscaping from last summer at rectory
  - maintaining parish grounds - watering and weeding
  - contact Melissa Hajdu

## VI. Finance Report (Stephanie)

- A. April Ending Balance = \$8,818.04
- B. May Balance = \$6,758.81 (includes restricted \$1500 for beginning of school year)

## VII. Updates

- A. Dine and Shares (**Vic**)
  - April: Panera → \$1066.57 @ 20%
    - **Profit = \$213.13**
  - May: Hubby's - May 18th, 4:30-7:30pm (North Parking Lot) @ 20%
  - June: LePeep - June 3 and 4, 8:00am-2:00pm @ 25%
- B. Mother Son Outing (**Nancy**)
  - Collected: \$1800.00 → 90 people attending
  - Expenses: \$2,142.50
    - **FSA Covering = \$342.50**
- C. School Expenses (**Jen**)
  - Retirement Gift for Mrs. Kinasz = \$200 for double brick
    - will present to Mrs. Kinasz after 6/2 mass
  - Brian Schoen for DJ Services = \$500 Visa Gift Card + \$4.99 Activation Fee

- Taste of Des Plaines Booth = \$276.00
  - Friday, June 16 - 5:00-11:00pm
  - Saturday, June 17 - 12:00-11:00pm
  - group voted on giving away Frisbees at booth - include website address
- TAT Donation = \$1000
  - Concession Stand Raised \$573.75
  - Additional Donation \$426.25
- TAW = \$???
- School Picnic
  - Kona Ice Truck = \$600-\$700 (payment day of)
  - Food & Drinks = ???
  - Bounce House = \$278 (payment day of)
    - already paid \$50 deposit
  - Games + Water Coolers = \$399 (purchased)
- New School Yard Signs = ~\$500
- Freeze Money for the Fall = \$1500

### **VIII. School Picnic (Lindsay / Jen)**

- Wednesday, May 31st (evening)
  - Volunteers to Sort Drinks & Chips and Organize Games
    1. Jen
    2. Nancy
    3. Raquel
    4. Jessica
- Thursday, June 1st, 10:00-11:30am / 11:30am - 2:30pm
  - Volunteers to Bring Coolers
    1. Jen
    2. Nancy
    3. Lindsay
    4. Josie
  - Volunteers to Set Up Games (10 Stations) @ 8:00am
    1. Lindsay
    2. Jessica
    3. Lili
    4. Josephine
    5. Christina
    6. Caitlin
    7. Angie
    8. Josie
  - Volunteers to Grill Hotdogs @ 10:30am
    1. Christina's husband
    2. Jessica's husband
  - Volunteers to Wrap Hotdogs @10:30am
    1. Christina
    2. Jessica
  - Student Volunteers to Help @10:30am
    1. Nick Cortese (confirmed)
    2. eighth grade graduates

### **IX. Budget for Next Year (Jen & Nancy)**

- Coordinators need to review receipts and send Jen and Nancy an estimate of expenditures for your event by June 2nd (wholistic #)
- Need to create a budget for next year now that we have one full year of operation

- Need to use Amazon + Sam's Club for future purchases (when possible) → tax exempt

**X. Adjourn (Jen) at 7:34pm**

- **Save the Date:** FSA End of the Year Party on Friday, June 2nd @ 6:00pm at Cortland's Garage in Arlington Heights
  - o Bring a Dessert to Share
- Next Meeting: Tuesday, August 8th at 7:00pm in Hajdu Hall