

**Saint Ignatius College Prep
Parents' Organization Board Meeting
Minutes of : June 5, 2007**

Meeting called to order by Greg Wrobel and Gini Marziani at 7:30 a.m.

Meeting opened with the Prayer of Generosity of Saint Ignatius of Loyola.

Minutes of May 8, 2007 Board Meeting were approved as written.

I. Old Business

1. Officer Responsibility

Recruiting Status: Greg and Gini will work off volunteer sign-up lists provided by Alice from new parent welcome. If anyone on board hears or knows of an interested parent who wishes to chair/volunteer for a particular event forward name to them for contact. Greg will send email to parents of graduates, names listed on sign-up sheet from May meeting, school volunteer cards, class reps., alumni class reps., board members and event volunteers.

Event Chairs for 2007/2008: Kathy Bliss and Joanie Domanico will chair open house with the idea of future chairs to shadow so there is a strong succession in coming years.

We are currently in need of Junior parents for Frosh/Soph. mass.

2. 2007/2008 Events

Calendar of Events: Alice suggests dates be turned in during month of March for summer printing. Greg will prepare a Calendar of Events for the Operating Guide using the school calendar that Alice provided during the meeting, and distribute same prior to the August 2007 Board meeting as part of the 2007-08 Operating Guide.

Parents' Organization meetings to be held on 2nd Tuesday of each month with the exception of September due to busyness of Freshmen schedule. January 15th will be added to eliminate long gap between meetings.

Review of Individual Events for 2007:

Post Prom – Discussion was had as to whether or not this successful three consecutive year event should be sponsored by the Parents' Organization. If so, should this event have an Event Chair and committee to help coordinate volunteer help with the event? Or should this event be under the guidance of

Terry Tyrrell? Greg believes we already recruit parent volunteers for the event at Mini Class night, which will continue. Greg and Gini will speak to key people who spear headed the event. One note made regarding planning meetings for this event was that “daytime” meetings were problematic to some.

Used Book Sale – Date to be determined with Annelies Panagoulis as chair. One name was given to Greg to follow-up on for future events. Board agrees to have notices sent to seniors via email to remind of selling their books back to the school.

Mini Class Night – Move check-in to Link section of hallway to receive freshmen parents more favorably and present flower corsage to moms. College Counseling could have a table/display with pertinent information that would be applicable to each class’s college planning process as well as women’s council table. Information stations should be made more visible with balloons or sign and equipped with maps of school. Food should be kept simple - possibly desserts only. Budget has gotten out of hand; it was suggested to keep budget at \$500. We could go with Quest or else give Terry a budget to work with. Ann McAloon will communicate to committee changes discussed and work with co-chairs for ideas.

Adult Fall Social – Alice to check on date. Discussion was had as to whether we should continue with the Comedy/Improv. Majority of board felt evening lacked continuity. Some suggestions were made to change event to September. Perhaps more social, like a picnic. Historical Tour of building was suggested with training board or volunteers to give the tours. The Executive Board will confer with Alice over the summer and make a decision as to whether and in what form to continue this event for 2007-08 school year.

3. Operations Handbook

Greg reports we are still short of events reports and will distribute with what we have. If anyone would like to look over the event guide this can be done over the summer.

4. Hospitality Function

Alice will contact Quest to request having something more substantial as in sandwiches and water for the board with cookies and coffee for general meeting. (Especially OATMEAL RAISIN for Gini.)

5. Corresponding Function

Greg and Gini to meet with IT department to convey request for communication purposes that parents be emailed home room announcements as well as invitations to general meetings. Ideas of Q&A or open forum being

in the last 15 minutes of general meeting was suggested to make meeting more inviting and better attended by parents. Also for better marketing of general meetings, bright colored post cards could be sent via mail.

6. Web Site

Gini offered her experience of photos on a web site being best received. Carol will coordinate with photographer/event chair to check with her for Parents' Organization camera so pictures can be taken of each event posted and subjects identified.

7. Service Projects

Board discussed if contributions to food pantry should continue each month or perhaps another charity in need? Idea raised of general meeting attendees having option of making a monetary donation by check to the certain charity chosen to keep it simple for people coming from employment or who plain forgot. Charity of choice could be posted on website via email prior to meeting. Elizabeth to meet with West Suburban Women Council to explore how the group was jump started to possibly duplicate in other neighborhoods as in north side and Southside. Coat drive will continue.

II. New Business

1. Staffing – start with website.

2. College Counseling Brochure

Greg and Gini to approach college counseling to solicit college information prior to Junior year – perhaps at events such as mini class night.

3. Follow-up to Neighborhood Gatherings

Greg and Gini to do a follow up note to Freshmen parents on stepping up to volunteer. Will also see that school history is circulated at mini class night.

Meeting adjourned approx. 9:00a.m.

Next Meeting

Tuesday, August 28, 2007 @ 6:00p.m.

**Respectfully Submitted by
Elizabeth Frith
Recording Secretary**

