



# SAPTO General Membership Meeting Minutes

April 19, 2021

## I. Call to Order (Albert Fong)

- a. President Albert Fong called general meeting to order at **07:00** via Zoom Meeting. Board members present are, Principal Thomas White, Fr. Dan Nascimiento, Al Fong, Bennett Shen, Michelle Liwanag, Cathy Comple, Jim Chan.

## II. Opening Prayer (Fr. Dan)

## III. Pledge of Allegiance (Albert Fong)

Please stand and face the flag as we recite the Pledge of Allegiance "I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

## IV. Approval of Minutes (Albert Fong) – The last General Meeting minutes posted February 2020 posted on school website

**May I have a motion to approve last February minutes?**

**(1<sup>st</sup> Min Min Sun, 2<sup>nd</sup> Tom Del Mundo)**

All in favor? Any oppose? Motion: **carries**

## V. Treasurer's Report (Bennett Shen)

September 1<sup>st</sup> Balance: \$ 57,092.97

Deposits: \$ 2,718.43

Disbursements: \$ 4,318.35

September 30<sup>th</sup> Balance: \$ 55,493.05 / updated balance - \$56,950.43

September 30<sup>th</sup> Balance: \$ 56,950.43

Deposits: \$ 2,301.43

Disbursements: \$ 3,663.19

March 31st ending Balance: \$ 55,588.67

A reminder to any event chairs: Please submit receipts for your event, including your event report, original receipts, check requests and any unused advances to our Financial

Secretary, Cisy Hsu, c/o Caylee Chin5-1. Kindly arrange with her if you have cash deposits to remit and direct all questions of event reporting to her. Upon her review, everything will be forwarded to our Treasurer, Bennett Shen for deposit and/or check disbursement

**VI. Pastor's Report (Fr. Dan Nascimento)** - High Holy Week – Thursday (last supper), Good Friday (services throughout the afternoon and evening), Easter Vigil, Easter Sunday. Bishop Walsh will be staying now at Lake St. Home. Fr. Pete is doing well in the Philippines. We still have Fr. Peter and Fr. Celestine together with Fr. Dan in our church.

**VII. Principal's Report (Mr. Thomas White)** – Yearbook is still on sale. Two fund raisers have been both successful: Charleston Gift Wrap and the 5K Walk. First communion will be held on May 22<sup>nd</sup>. Hopefully this coming school year we will be fully open. There are two teachers retiring this school year Teacher Katie and Teacher Claudia.

**VIII. Committee Report**

**a. Walk-A-Thon (PuiYee Law) –**

The 5K Walk will be held Friday, May 14. Pui Yee, our chair for this event can share some of the details about this event.

- WAT will be on May 14<sup>th</sup>. This is the school's only mandatory fundraiser with minimum of \$150 per student goal.
- We will be using Pledgestar again this year, which is an online donation system that helps you reach friends and family through emails and texts.
- Like previous year, we are asking for you to check with your employer about their corporate match gift program. It can easily double your donation!
- Prizes - there will be prizes for classrooms and individuals
- T-Shirt design contest – submitted by March 31<sup>st</sup> has been chosen – Winner:
- Volunteers - [signup.com](http://signup.com), link can be found on SA homepage. We will still need help with crossing guards, and chaparones.

**b. Year Book Committee (Tom DelMundo)** – Looking for volunteers to help take photos for upcoming year. Tom is currently looking for photographers.

**c. Nominating Committee (Bev Perea) –**

- i. Bev Perea is our Parliamentarian and has worked with this year's Nominating Committee to assemble next year's SAPTO Board! I'd like to invite Bev to introduce our new Board, and to say thank you to the nominating committee – you are excused from the committee for the next 3 years now!

ii. **The New Board Members for 2021-2022 year:**

**Chair – Albert Fong**

**Vice Chair – Michelle Liwang**

**Treasurer – Bennett Shen**

**Finance Secretary – Cisy Hsu**

**Recording Secretary – Cathylie Comple**

**Auditors – Jim Chan and Mark Montoya**

**IX. Expense Approvals**

**Albert made a motion to approve the following expenditures.**

**Graduating Families & Board Gifts (Bev Perea/Cisy Hsu)**

- **30 Graduating Families - \$1000.00**
- **Board Members - \$300.00**
- **Retiring Staff - \$500 (estimate)**

***May I have a motion to approve requested expenditures?***

**(1<sup>st</sup>Ann Nip, 2<sup>nd</sup>Kathy Aclan)**

All in favor? Any oppose? Motion: **carries**

**X. Meeting Adjournment (Albert Fong) – May 17<sup>th</sup> is the last SAPTO meeting for this school year. 8<sup>th</sup> grade Farewell and instillation of the 2021-2022 Board Members will take place on this meeting.**

**Motion of adjournment at 07:41 pm**

**(1<sup>st</sup> Kathy Aclan, 2<sup>nd</sup>Renee Spertzel)**

All in favor? Any oppose? Motion: **carries**

*Respectfully Submitted:  
Cathylie Comple, Recording Secretary  
Date: 4/19/21*