

ST. Serra Apostolate of Boulder County

Board Meeting Minutes

January 17, 2025

SHJ Jubilee Hall

At General meeting:

Present: Stan Peterson, Kathy Kaler, Jan Landers, Amy Michaelis, Peggy Morrow, Rita Roberts, Jerome Higgins, and Martha Leyva

Absent: Mary Ellen Thorne, Bill Fitzgerald

Opening Prayer: led by Jan Landers

Secretary: Martha Leyva -Minutes from November 15, 2024 as written by Martha Leyva - approved as written.

Trustees' Reports:

Treasurer Report: (Mary Ellen absent)

- a. Checking Account status: Mary Allen forwarded the last bank statement 01/2025 Balance = \$11,105.55
- b. 2025 District/Regional Assessment Invoice = @\$300 combined. Jan reported from the District Meeting we owe the Annual District Assessment Fee: \$2.00 per member for the Original Director Assessment and \$3.00 per member for the District Governor Assessment, it is close to \$300.00 combined. Jan will submit to Mary Ellen for payment.
- c. Dues Collection: Jan collected dues from 14/62 members. Will deliver to Mary Ellen. Jan will remind others to do that.
- d. Altar Server Retreat – Fr Jason contacted Jan and ask her to support them and give them \$100 for the pizza party and the amenities for the altar servers for the discernment retreat @ Seminary. Altar Servers Retreat Support was approved by 6 Yes and 1 Not.

VP of Affirmation: Report (Bill Fitzgerald absent) n/a

VP of Membership: Kathy Kaler Reported: Dave Gallagher is a new Member Mary Allen ordered his badge.

- a. Membership Kits (3) delivered by Jan to Kathy for distribution.

VP Communications: Report (Amy Michaelis)

- a. Website: Jan requested to Amy to fix the access to Nav Menu on cell phone format -ASAP. There is not way to navigate on it and get donations. Jan asked if Amy can do it or Peggy can do that. Peggy can do it.
- b. Website: Members Only access: updates. Jan requested Amy to focus on the Fundraiser Committee progress, and make updates when time permits.

- i. Minutes/Treasurer Reports/Policy Manual Revisions'24
- ii. Jan requested if somebody can submit photos from 2024 District Awards/ Christmas Party/AS Gift Assembly to update the Photo Album. Amy noted that photos use more (Gigabytes). Peggy review data limits in our plan. Rita suggested we use Google photos and link them.
- c. Website: 31 Club Calendars -resume after Christmas (Peggy/Jan) On hold temporarily.

VP of Vocations-Liaisons- Rita Roberts reported announcements published in the couple of bulletins.

- a. Catholic Schools Week: 1/24-31
- b. World Day for Consecrated Life: 2/1-2

VP of Programs: Jan Landers reported:

- a. 2/1 Travel Meeting SFA: Deacon Blaise Buches
- b. 2/14 SHJ: This meeting replaces the meeting on the third Friday. Stephanie DeVenney, HFHS Campus Ministry Admin: Keep the Faith Initiative.
- c. 3/7 SHJ Lenten Retreat Master: Fr Karl Millis. Prepare invites/bulletin announcements.

President- Jan Landers reported:

- a. Fundraising Committee Discussion follows Travel Meeting @ SFA on 2/1.

Other Business-

Fundraising Committee Discussion follows Board Meeting.

Discussion Notes:

- **03/02: Burritos Sale at SHM: Jan requested Rita a sign up sheet.**
- **12/18 Zoom Meeting**
- **01/03 SHJ**
- **01/17 SHJ**

Adjourn with Closing Prayer: led by Jan Landers