

**St. Boniface Diocesan High School Parent's Guild
Supplementary Meeting – International Night Preparations**

October 28, 2009
6:30 pm School Library

Attendance:

Susan Grzenda, Paula Edwards, Bev Henry, Doreen Burdey, Joanne Maffenbeier, Annette Chartrand, Bonnie Didick-Collignon

Opening Prayer:

By Bev Henry

Call to Order:

6:40 pm.

Minutes of Previous Meeting:

Bev Henry motioned to accept minutes.
Susan Grzenda seconded the motion.
Motion carried.

This is our last meeting prior to International Night. Our purpose is to go over all areas, check progress and make sure nothing has been forgotten.

Updates for International Night:

Report from Bonnie (food, supplies, and tickets)

- Ticket sales are going well and should be sold out.
- All food groups have been called and asked to bring a specific item within the food group.
- All supplies have been purchased (i.e. Table cloths, paper plates, glasses, cutlery, napkins, hair nets, food handling gloves).
- Bev will confirm an order for 14 dozen cabbage rolls from Sevalas.
- 400 egg rolls were ordered from Mr. Ambilina.
- 15 – 9" meat pies were ordered from Mollies Meat Pies.
- Pizzas will be ordered from Pizza Hotline; we will order 15 X-Large pizzas and hope that they will donate 5 more free. The following combinations will be ordered ham & pineapple, pepperoni & bacon and green pepper and tomato.
- Susan volunteered to write the menu on an easel, write the individual portions cards for each food item and roll the cutlery.
- It was suggested that Bonnie also pick up 2 bottles of hand sanitizer, take out food containers (to sell left-over's), more forks and dessert plates.
- All pop, water and liquor from the bar has been purchased.
- Volunteers to work the bar have been contacted, there are four including Brad.

Report from Michelle (silent auction)

- Paula and Michelle want to meet at the school a few evenings next week and put the auction baskets together. They will arrange when they are able to come in with Joanne.

Report from Bev (kitchen)

- Bev reported that volunteers for the kitchen are sparse and we do not have enough help in this area. Only a few people who said on their volunteer form that they could help in the kitchen are willing to do so.

Report from Doreen (beverage and silent auction sales)

- Doreen is still contacting people to sell tickets that night. She is also running into problems. People who said they would be able to help are now not able.

Report from Susan (door and clean up schedules)

- Susan will be contacting her lists. Her son Logan will be working at the door and she asked Bonnie to ask Andrew if he would as well.
- Susan will make sure that during clean up all tables clothes are washed and dried off before being folded. Our goal this year is to have less items thrown away that can be reused for the next year.

Report from Joanne (entertainment)

- The program has been shortened significantly this year; we have 8 performers (Portuguese dancers, Filipino vocalists, classical guitarist, Hungarian folk dancers, Hip Hop dance group, Piano/Singer). Entertainment is expected to be one hour.
- Joanne asked that a computer file be started on what is required for International Night.
- Dinner is scheduled for 6:30pm and introduction of our special guest at 7:50pm.
- Bev volunteered to bring dinner music.
- Joanne will turn on fridges.

Report from Annette

- Annette will be in charge of all money that night.
- She will make sure that all areas that require a float have one.

Meeting adjourned:

Approximately 8:40 pm

Next meeting:

TBA