

Fr. W.R. Harris  
Pastor

Kathy Keck  
Principal

School Commission,  
Finance Commission,  
Parents' Club

Stakeholders



Liturgy/Groups  
Senior Servers  
Choirs  
Altar Servers  
Ladies Guild  
Knights of Columbus  
Social Committee  
Boy Scouts  
Girl Scouts  
Readers  
ExtraOrdinary Ministers  
Adoration  
Grief Counselors  
Outreach  
Religious Education

Auction Chairs  
Ken & Maggie Hemmen

Facilities/Logisitics  
Captain

Procurement /  
Product Captain

Banking Captain  
Gerry & Ana May  
Apin

Underwriting/  
Advertising  
Captain

Guest Services  
Captains  
Corrine & Tina  
Favero

**Responsibilities**

- Location Issues
- Catering
- Bar ( )
- Decorations (Cathy/Paula)
- Cleanup
- Security (LEAD: D.Hogle)
- Supplies
- Transportation
- Family Night Coordin.
- Raffles (Luda)
- Labels for wine/other on tables (sponsors, trivia, etc.)
- Checkout/Delivery/Recovery
- Thank you's (Tracey S.)

**Responsibilities**

- Tracking/Data Entry (Cheryl S)
- Storage (Simards)
- Catalog Design/Assembly (Wendy)
- Item followup
- Bid Forms
- Placement
- Class Projects (Monica)
- Dessert Frenzy Items (Cathy/Wendy)
- Vannas/Volunteers
- Silent setup (W.Jensen, G. Guido)
- Signage for live items (Anne Tacazon)
- Signage for silent items
- Mystery Item Setup
- Gift Certificate labeling and setup:
- Live setup (Anne Tacazon)

**Responsibilities**

- Banking/Check out
- Bankers & Training
- Post Event Reporting
- Successful bid tracking
- Runners
- Budget
- Bookkeeping (Toni Stark)
- Database Management/Reporting

**Responsibilities**

- Corporate Sponsors (Patty Solberg)
- Tracking/Thankyou's
- Acknowledgements (Tracey Svendsen)

**Responsibilities**

- Invitees
- Invites/RSVP/Table Assign.
- Ticket sales
- Registration Packets
- Registration at event
- Reception/guest svs
- Successful bid (live)
- appreciation (Anne Tacazon)