

Waterford School Association

Meeting Minutes

Date: October 11, 2022 **Location:** Waterford School Library

Called to Order: 5:37pm **By:** Kandis

Attendance: Kandis, Erin, Althea, Melissa, Eva, Jenn, Mary, and Annie

Officers' Reports

Secretary's Report

- Minutes from 9/13/22 meeting
 - 0 Request change in the number visits by Kate Messner
 - 0 Otherwise approved, motion by Jenn, seconded by Althea

Treasurer's Report

- Checking account: \$1832.40
- Savings account: \$1621.53
- Petty Cash: \$105
- Scholastic Dollars: \$704.11
- Upcoming transactions
 - Transfer \$100 to Petty Cash
 - \$102 check to Helen Pike (from Mini Monies)
 - \$182.50 paid for Spelling Bee (from Mini Monies)
 - Next month \$63.45 to reimburse Jenn to pay for WSA website with Wordpress

Fundraising

- Boon Supply
 - \$729.52 Profit
 - Link is still open, will extend until November 15
 - Look into increased shipping cost for larger orders
- Calendar update
 - Will not make the October 15th deadline, aim to make the 31st instead
 - This means calendars will ship December 30 for distribution at school in January
 - Add WSA ad to the top of the photo page

Enrichment/Events

- Book Fair: October 30-November 4
 - Need volunteers to assist with set up, as well as run the book fair
 - Open the fair during the Trunk or Treat, then have it open Monday through Friday before school (7:30-8:15am) and after school (2:45-3:15pm, until 4pm on Friday)
 - Coordinate volunteers through Scholastic website, where a coordinator requests slots, the link is published, and parents make an account to sign up.
 - Melissa to ask Angela about using the library for the fair, with the hallway as a plan B.

- Need to charge tax this year, and there is a new fuel surcharge
- Teachers have opted to do book bins instead of wish lists for the classrooms; Althea to send an email to Chris to remind teachers to pick books for parents to purchase from the bins
- Trunk or Treat: Sunday, October 30th 5-7pm
 - Jenn to produce flyer to distribute in Friday Folders
 - Additional listings on Front Porch Forum and an ad in the Caledonian Record
 - Request assistance from the Fire Department with setting up the parking lot
 - Erin and Jenn volunteered to be on candy duty
 - Costume Parade at 5:30, Rachel to run the contest
 - Budget \$90 for the event: Boxcar and Caboose gift certificates for the top three costumes (\$20, \$15, \$10) and \$25 for best trunk; remainder for Erin to cover costs associated with coffee station
- Eighth Grade Common Good
 - Connected with Waterford Historical Society to clean up one of the cemeteries

New Business

- Tax ID
 - The tax ID used in previous years is for the Caledonia Coop, not WSA
 - WSA does not have a tax ID, but can apply for 501(c)(3) with the Secretary of State
 - Application costs approximately \$150
 - Treasurer would have to do a filing at the end of each year
 - Failure to file for three years results in termination
 - voted to have Jenn apply

November Agenda

- February Dance/Gala
- Parents' Night Out (Early Spring)
- Paint and Sip at R& R Trading Post in Lyndonville
- Newsletter
- Film screening
- Possible wreath making fundraiser? Discussed craft fairs with Annie.

Meeting Adjourned: 7:20pm by Eva, seconded by Althea

Minutes compiled by: Eva Goetz