



Waterford School Association Meeting Minutes

Date: November 14, 2023 **Location:** Waterford School Library
Called to Order: 5:40pm **By:** Erin Dimick
Attendance: Erin Dimick, Melissa Peters, Mary Gingué, Jenn Barrett,
Eva Goetz, Alli Wright, Amanda Scott

Officers' Reports

Secretary's Report

- Minutes from prior meetings
 - 10/10/23 minutes approved, motion by Erin seconded by Jenn
 - Missing minutes from August and September 2023 on Drive
 - Missing Agendas from April, May, and June 2023 on Drive
 - Ensure that meeting minutes be emailed to the WSA account as well as members
- Requested that minutes contain last names of those attending
- Minutes should be made available a week after the meeting
- Vice President to take over Agenda duties going forward, and have them available the Friday prior to the meeting

Treasurer's Report

- Checking account: \$3156.24
 - Pending transactions
 - Check #1194 paying for the Scripps Spelling Bee (\$187.50)
 - Deposit: \$505 (Trunk or Treat) + \$843.53 (Early release day) cash from the book fair
 - Still need to pay Scholastic for the books
 - Fundraiser checks need to be deposited and then a check written to All for Schools
- Savings account: \$2123.00
- Petty Cash: \$128.49

Fundraising

Calendar Update

- Ads submitted November 15 for expected delivery January 9th, 2024
- Changes from last year
 - Discussed changing WSA meeting time from 5:30pm to 6pm
 - Eliminated birthday and anniversary listings
 - Plan to distribute calendars to each household within the school, free of charge
- Costs
 - Ad sales totaled \$1955 (with one pending)
 - Purchase cost of 100 calendars last year was \$770
 - Any remaining calendars to be sold for \$10 each

Catalog (All for Schools)

- Total sales \$3285
- Profit \$1437.90
- Goods to be shipped to the school on November 27th for subsequent pick up

Scholastic Book Fair

- Proceeds and Cost
 - \$3663 in proceeds, which we can take 50% as Scholastic Dollars or 25% as cash (\$915.78)
 - Spent \$109.40 in Scholastic Dollars
 - 35 books went to classrooms, the rest was spent on Birthday Books
 - \$160 went to All For Books
 - \$92 made on the Pencil Pull
- Remaining prizes
 - Posters, Backpack tags, and a few erasers left
 - Use at the Dance?
- Poor participation from PreK and Kindergarten due to concerns that there will be students that are unable to purchase items
 - Suggest using e-wallet or complete a wish list in advance
 - Reading buddies take students through to make a wish list, then notify parents for classroom delivery of purchased items.
 - Run a schoolwide Penny War to benefit All for Books, then every child in the school gets a certain amount to spend at the fair
- Spring Fair
 - Can occur anytime between January 1st and May 31st, Melissa to check availability
 - Run it at the same time as a Winter Carnival or Ice Cream Social?
 - 10% Bonus for a second fair

Sublimation Water Bottles

- Costs
 - Total cost per bottle (including the paper and ink to print) is \$6.55
 - Decided on \$15 sale price
- Sales
 - Start with Craft Fair, then re-order and make subsequent batches based on bottles sold
 - Opted not to do extras like velcro bottle tags at this time
 - Possibly distribute as a gift to each 8th grader?
- Assembly
 - Updated text message thread, Amanda to notify group on date and time for bottle assembly

January/February Fundraisers

- Skip Doterra this year
- Little Caesars Pizza Kits
 - Jenn to reach out for time frames, and WSA to settle date next month

Other Fundraising Ideas

- Art To Remember: Student artwork printed onto keychains and other items
- Giving Tuesday: Fund Hub Online donations, where they take 4%
- Other event ideas: Gingerbread Build-a-thon, Cocoa for a Cause, Walk-a-thon, Read-a-thon, Dance-a-thon, Talent Contest, Sledding Party/Winter Carnival

Enrichment/Events

Dance

- Tentatively planned for around February 17th (a week before winter break)
- Settle date next month, and start planning meetings

After School Clubs

- Lack of extracurriculars outside of sports, which are run by KESD
- Instead of an Enrichment event, use fundraising to sponsor several after school clubs?

December Agenda

- Figure out Pizza Kits
- Set a date for the Dance and start planning
- Further discuss the fundraising ideas
- Discuss enrichment ideas

Meeting Adjourned: 7:24pm by Erin, seconded by Eva

Minutes compiled by: Eva Goetz

Action Items

Erin	Table at the Craft Fair	
Erin	Staff meeting: see if there is time to bring up parent, teacher involvement	
Erin	Find blog post on PTO today on Giving Tuesday/Fund Hub for Jenn to use in FB post	
Melissa	Forward PTO today articles on Recruitment	
Melissa	Email Chris regarding the Holiday Concert time	
Melissa	Start a “What do we need to know list”, starting with finding out # of households	
Eva	Contact Melissa regarding final Scholastic numbers for meeting minutes	
Jenn	Reach out to Little Caesars Pizza Kits regarding timeframes	