

# Whitehills School Association

## Meeting Minutes

**August 17, 2023 • 6:00pm  
Buddies & Zoom**

- I. **Call to order at 6:00 p.m. ET**
  - a. In-person: Crystal Eustice, Sara Haller, Jessica Eyde; Online: Paul Donahue, Trisha Donahue
  - b. No additions to agenda
  
- II. **Financial Summary (Sara):** Presentation of 2022-23 budget and review: 5k profit status discussed; \$400 from Amazon Smile (discontinued); Scholastic book fair money left (petty cash); not received Marco's Pizza checks – new owner wants to continue; Owe Jessica for fall conferences; Teacher appreciation people did not submit receipts; Mileage should cost less due to surplus of t-shirts (may cost next year, will check with MSU to confirm any future costs); Overall net earnings: \$5156.10.
  
- III. **Plan and Discussion of 2023-24 School year**
  - a. **Back to school night table:** shifts to cover table – Jessica (6-6:30), Sara (6:30-7), Paul (if well enough), Trisha will help if needed. Display spirit wear with order forms (Sara may provide a QR code) but will not sell/distribute on site.
  - b. **Calendar Overview:** Stem festival possibly change date, keep kona kocoa truck at event; Maybe push back 5k to Sept. to encourage more engagement (check on Dino dash, MSU athletic calendar conflicts).
  - c. **Book fair:** Lauren is confirmed for bookfair lead, discussion on moving to non-school hours and decreasing to 1 fair per year, waiting on scholastic dollars from last fair.
  - d. **Discussion of 'Embrace the Day':** will invite MSU student groups to represent and host activities; opportunity for families to participate.
  - e. **Fall event:** another movie night (Nov.); fall dance-festival w cider, donuts, DJ (Oct. 27<sup>th</sup>). Sara will follow up with Molly.
  - f. **Printing documents to send home 1<sup>st</sup> week of school:** t-shirt order form, student directory form, 5k volunteer sign up info, sign-up form to chair an event, and welcome letter. Double check w/ Molly to approve disbursement of full/partial 2023-24 calendar.
  - g. **Directory:** submission due Sept. 22<sup>nd</sup>, Sara will compile.
  - h. **Spirit wear:** maybe add bracelets, keep shirt design; If demand increases, maybe change vendors to offer more product. Will also sell any leftover 5k t-shirts.

- i. **Chair positions:** email playdate signups to see if there's interest in chairing an event. Michelle & Danielle will chair carnival. Jessica chair popcorn Fridays. Walk/ride to school is Oct. 4<sup>th</sup>- let safe routes encourage this if want to be a bigger event (sara reach out to see if Traci Moran has interest in chairing).
- IV. **Other business, questions, announcements, etc.**
- V. **Adjournment** at 7:04 p.m. ET. Next meeting is Tues., September 12 @ 6 p.m. ET.