



# Whitehills School Association

## Meeting Minutes

May 14, 2024 • 6:00pm  
Whitehills Library

1. Call to order
  - a. Introductions around the room
    - i. In attendance
      1. Sara Haller
      2. Molly Williams
      3. Dianne Tubb
      4. Jessica Eyde
      5. Paul Donahue
      6. Trisha Donahue (virtually)
    - b. Additions to the agenda
2. Approval of March 2024 WSA meeting minutes
  - a. Paul Donahue moved, supported by Jessica Eyde to approve the minutes as corrected. (correction that Jessica brought the
3. Kiwanis Club
  - a. Kiwanis provided a machine to Donnley with great success. Kiwanis provided \$2500 to fill it with books and all was spent less a few cents.
  - b. Kiwanis was going to provide the machine to Red Cedar in April, but Glenn Mitchum asked to hold off until fall since kids going there for summer school aren't a part of the Red Cedar community. For the summer their machine will be at East Lansing Public Library.
  - c. Whitehills will get a machine next - they will give us \$2500 for books
    - i. MSUFCU sponsored our machine for \$5000 to cover it.
    - ii. They suggest having our kids make up a card - see attached photos to thank sponsors.
    - iii. The back of the machine will feature our new logo + Whitehills Elementary
    - iv. Looking for an end of August timeline to deliver, wrap and then we will do an unveiling once kids are back in session.
    - v. Asking school librarians to help pick and purchase the books.
    - vi. \$2500 for year one, and probably \$1000 next year, want to have a fund setup to do this where both WSA and Kiwanis and others can contribute to it.
    - vii. All Dianne needs is the logo - Molly is on it. Molly is also going to work with Mrs. Conti to get books ordered.
    - viii. Targeting August 29th for unveiling, get it installed beforehand.
  - d. Dianne has been having great success submitting multiple grants and "aggressively fundraising" to collect funds to put in to cover these machines.
4. Principal and staff reports, news, questions
  - a. Molly Williams - Principal

- i. Lots of thanks from the staff for the staff appreciation week. Good talks of folks coming around with the christmas tree hats on.
      - ii. Loved the carnival.
      - iii. Have 5th grade field trip left, and field day.
    - b. Staff
      - i. No staff present
5. Officer reports
- a. Sara Haller - President
    - i. Sara is going to construct a letter to staff and faculty on how we can better support them.
    - ii. Creating another letter summarizing what all we did this year.
    - iii. Sara will work to recruit a new treasurer
    - iv. Jessica is going to be DPC rep.
    - v. Would be interested in having a communications rep.
    - vi. Sara just bought yearbooks for Part of the Pack.
    - vii. For next year looking to setup an online shop for spirit wear.
    - viii. Confirmed we will pay for DJ for field day.
  - b. Jessica Eyde - Vice President
    - i. Final Popcorn Friday just before Memorial Day Weekend.
    - ii. District Parent Council Report
      - 1. DPC group looking to put together a text thread and get a little more proactive on how to get more information from all of the schools.
      - 2. There was some interest in a district wide International Night
  - c. Paul Donahue - Treasurer
    - i. The primary checking account balance as of 3/12/2024 was: \$18,606.38. We had several transactions mostly carnival related as well as some clean-up of previously pending transactions in this report period. The balance of the checking account as of 5/14/2024 is \$21,778.99. The balance of the relief fund is \$551.65.
6. Spring Carnival Recap - April 19
- a. Brought in \$5790.25 - expenses: \$2199.42, net: \$3590.83
  - b. Went great this year. Several parents came in to help. It was helpful to have extra volunteers.
7. Teacher Appreciation Week Recap - May 6-10
- a. Budget was \$500 - we ended up spending \$1078. Recommend upping the budget to \$1500 for future years.
  - b. The giving tree was extremely well received. Also the staff were touched they were included along with faculty.
8. Spring Book Fair - May 13-17
- a. It's happening this week. Lauren Gaines-McKenzie is running that and doing a great job. Was difficult to get volunteers.
  - b. This is a BOGO one. We don't get scholastic dollars for this one.
9. Mileage Club
- a. This is the last week for Mileage Club - only feedback is kids don't want it canceled when it's raining out as they enjoy it so much. :)

b. Allison Kefer has taken it over and is doing a fantastic job with this.

10. 5th grade T-shirts/balloon arch

- a. There is a parent who is doing the 5th grade T-shirts - we are paying once we receive an invoice.
- b. Trisha ordered balloons for the balloon arch.
  - i. Jessica and Sara can help set it up the night before.
  - ii. Can blow them up at the school until 8pm.

11. Harvest Hustle (Fun Run)

- a. Going to use a website that takes care of all of it.
- b. Proposed dates Friday 9/27, rain date 10/4
- c. Going to have some obstacles to make it fun. Going to still ask for sponsorships. Have students ask friends and family for fundraising.
- d. Goal is to get notice out to families before the end of the school year.

12. Election of 2024-25 Officers

(President, Vice President, Secretary, Treasurer, District Parent Council Rep)

1. Sara Haller is President
2. Jessica Eyde as Vice President
3. Crystal Eustice as Secretary
4. [open position] as Treasurer
5. Jessica Eyde as District Parent Council Representative

- There was a verbal vote of all members present and the slate was approved unanimously.
- Sara is going to work on recruiting for the open treasurer position and if someone is found a special election will be held.

13. Other business, questions, announcements, etc.

14. Adjournment

- a. Meeting adjourned at approx 7:05pm