

Eswood Community Club Meeting Minutes

Date: Monday, January 23, 2023

Location: Eswood School - Stage

Time: 5:30 pm

Attendees: Susie N., Jessie S., Brandi C., Annie W., Kylie H., Michelle T., Carrie P.

Meeting called to order at 5:35 pm

1. Secretary's Report – Minutes from the meeting on 11.21.22 were approved with a motion from Brandi C. and a second from Susie N.
2. Treasure's Report
 - a. Bank Balance: \$8,863.87
 - i. Expenses and Income since the last meeting were from Cookies with Santa, Concessions, and the popcorn machine- all are reflected in the budget
3. Administration Items
 - a. Mrs. Tofte provided updates on STEAM night planning:
 - i. Details: The event will be held on March 22nd from 5:30-7. The Discovery Center is going to provide training for the volunteers who will run the stations and supplies for the stations (up to 300 participants). Admission will be free. Depending on Eswood RSVP #s, other feeder school students may be invited.
 - ii. Funding: Mrs. Tofte is going to apply for a grant from the Education Foundation to secure more funding for the event. At this point, Community Club has earmarked \$250 for the event.
 - iii. Additional discussion/needs:
 1. Volunteer T-shirts- Mrs. Tofte will contact Bee Designs
 2. Concessions- Community Club will offer concessions, type of items will be discussed and communicated with Mrs. Tofte for the flyer
 3. Raffle- It will be offered to the Ed Foundation to hold a raffle at the event.
 4. Volunteers: Need is unknown at this point. Teachers will sign up first. Mrs. Tofte will also extend the offer to the Ed Foundation to volunteer.
4. Old Business
 - a. Committee Reports
 - i. School Liaison
 1. Funding Request from Mrs. Eden to fund the inflatable star lab and presentation from Discovery Center. The Community Club will communicate to Mrs. Eden that this would be a great project to submit a grant request to the Ed Foundation, but we will provide funding if they decline.
 - ii. Concession Stand
 1. Popcorn Machine was ordered and received. It will be tested soon and put into use at events.

b. Projects & Events

- i. Winter Concert Refreshments- Cookies went over well and the amount seemed perfect for the event (2 trays).
 - ii. December Spirit Wear- A few orders were submitted and delivered prior to break
 - iii. Cookies with Santa- Elementary student population was well represented. The cookies price was accurate to cover the expenses for cookies and frosting. Sprinkle donations helped to offset the cost. Community Club's only expense was Santa. In planning for next year, we may consider starting the event earlier. We will also want to have specific volunteer roles to have more seamless turnover of decorating space.
 - iv. Movie Night
 1. Select Movie- Brandi will create a voting sheet for the kids to vote and Miss Hosick will help with the school logistics
 2. Event will be held 2/24 at 6 pm
 3. Flyer Creation- Brandi will work on the flyer.
 4. Decorations- not needed
 5. Concessions- Popcorn, Candy, and Drinks will be available for purchase
 6. Volunteers needed at the entrance and for concessions
 7. Other- Raffle off the movie to someone who attends.
 - v. POP Fundraiser
 1. Feb 22 – March 8? The in person kick off will be on 2/22 in the morning. We are hopeful it will still be successful even though it is similar to the Heart Association Fundraiser.
 2. Prize Distribution- Prizes will be sent to the school. The school staff will distribute with communication from the Community Club. There will be no need for additional volunteers at this time.
 3. Extra Incentives- not this year
- c. Community Club Secretary Vacancy- Position is still open

5. New Business

- a. Parent Teacher Conference Meals - Feb 8 & 9th
 - i. Annie will coordinate meals. We will do salad, Italian Sausage, and meat/cheese trays.
- b. Teacher Appreciation Week – May 1st – 5th. We will do another spirit week this year and have \$150 to spend. Brainstorm ideas to bring to the next meeting.

6. Other Business

- a. IAR Testing Raffle Prizes- The staff is working to gather prizes for the kids who earn effort tickets during IAR testing. The Community Club inquired about the dates of testing and more specifics as to what the staff was looking for. It was suggested that the Community Club could also post about the donation request on the Facebook page for any local businesses or families who may be interested in donating.