



Educare Family Association Meeting Minutes

Meeting Date: September 26, 2017

Attendees

Alyssa Theodore, Janice Czeh, Kim Rokos, Mary Janson, Pamela Lloyd, Sue Mogard, Tara Steiner, Wendy Jue, John and Alisa Bell

Review Minutes

- Campfire by the Creek event went very well. We had great weather. There were about 70 in attendance.

EFA Bulletin Board

- The EFA Bulletin Board is up and decorated in the lobby area. Thank you Alyssa for creating this informative graphics and cute decorations to tie into the Discovery Walk Path Enhancement Fundraiser. The Nature Nook box on display by the bulletin board is great and kids and families are taking an interest in it.
- Suggest sending Email/Facebook update to all ELC families notifying them that they can utilize the trail and borrow from the free library box. This unique property is a great asset that is open and available to everyone. Interested families just need to notify Sue if they are planning to use the trail, especially if after hours or over the weekend.
- Suggest adding a guest book in the first nook to note visitors to the Discovery Trail.
- Discovery Walk visitors may use wagons to help them bring items down and back up.
- To date, we have received a total of \$588 in donations with an additional 32 out of 72 items purchased from Amazon Wish List.
- The bulletin board should also include Calendar of Events Highlights, four EFA annual meetings general and the EFA planning meeting in July

Welcoming Committee (Alyssa)

- Welcome letter and packet were distributed to new families.
- Annual directory update is underway. The majority of directory information previously collected is being used. We're collecting directory information from new families.
- EFA newsletter/magnet calendar (Mary) – 1 week turn-around time, approximately \$150 for 100 magnets.

Property Improvement & Maintenance

- Anti-erosion work is doing its job; path looks good so far.

Fundraising

- Still need to collect more recipes for cookbook, Alisa offered to spearhead this activity.
- Lularoe vendor event – We are still discussing how much to charge per table and other details.

Community Outreach

- BEACON provides Thanksgiving baskets for the less fortunate. Janice is in contact with Linda Quinn from BEACON and will confirm that EFA is interested in helping. This community event usually occurs in early November, however, the date is not solid yet.
- Alyssa suggested a Souper Bowl Sunday community outreach activity. EFA can collect canned soup in February (around Super Bowl time frame) and donate them to the Jefferson Food Bank. Alyssa will contact the food bank.
- Tara suggested a EFA Coat Drive that could be coordinated to go to Gaithersburg Elementary School where there is need. Past coordinator at Gaithersburg ES recently left, but Tara will let us know more information as it becomes available.

Event Committee

- Trunk or Treat – 10/28
 - Talk with Ric to see if he is available to work on the scary lab room. Might be nice for someone else to take on this room. Call for volunteers via Facebook EFA notice or from staff.
 - Sue will check with staff to see if there is interest in storybook time.
 - Maybe movie time, too in another room.
 - Pizza place from Lovettsville that we've used in past years.
 - EFA Trunk with books to hand out to all kids in attendance.
- Wreath-Making Night – Tuesday, 12/5
 - Need to take inventory, might need to order more wreath forms, but still have plenty of ornaments and decorations
 - Sign-up sheet from past years can be updated, minimal set up required
- End of Year Picnic – Discuss more later in the year.

Staff Appreciation

- Lots of options available: families bring items for teachers (lunch/breakfast/snacks), EFA cater meal(s), or EFA could coordinate having a food truck available for teacher appreciation which would be free for staff. If others are interested in purchasing from the food truck, they would be welcome.

Next Meeting: Tuesday, November 28, 2017, 6:30-8:00 pm

Minutes completed by Wendy Jue