



## Educare Family Association Advisory Board Planning Meeting Minutes

Meeting Date: August 1, 2017

### Attendees

Alyssa Theodore, Janice Czeh, Kim Rokos, Kirke Martin, Mary Janson, Sue Mogard and Wendy Jue

### Budget Goal

- Started the year with a balance of about \$1,500.
- Goal for the end of the 2017-2018 school year balance is \$2,500.
- To reach our budget goal, need to raise \$1,000 during the year. It might be possible to earn this amount from PNO profit. (Historically profit has been about \$900.)

### Discovery Trail Fundraiser

- Our fundraising goal for the Discover Trail is \$1,500 to payback the \$800 spent on trail enhancement building materials and equipment rental (spring/summer last year), while remaining funds will be used for materials to fill the library box and trail display boxes (like nature books, binoculars, magnifying glasses, etc.). Any additional funds will be used for trail maintenance activities and erosion control.

### Cookbook Fundraiser

- EFA will need to collect additional recipes before there will be enough for a substantial cookbook.
- To build up selection of recipes, we could request themed recipes each month in a cookbook nook (appetizer, salad, dessert, soup, crockpot, etc.).
- It would be neat to offer families the ability to taste test recipes. It would also be great to take photos of the various dishes and photos of center children playing at the facility to include in the cook book.

### Possible Vendor Event Fundraiser

- Erin recommended LuLaRoe as a possible fundraiser. After a set amount is reached, the company matches any additional funds raised for the organization. Could set it up as a trunk show or vendor event.
- For a vendor event, could charge \$15-\$20 per table for vendors to sell various goods. Vendors could also donate a percentage of proceeds if they choose to.
- EFA held a similar event several years ago, but did not advertise it, so crowds were a bit sparse. It was a fun social gathering, though. Social media would be a helpful tool for free advertising.

## Events and Activities for 2017-2018 School Year

- Campfire by the Creek Picnic – Saturday, September 9 (3-6)
  - This will be our kick-off event for the year. Welcome to the Flock packets could be distributed with welcome letter, EFA flyer, EFA calendar of events magnet, and directory form. We could also include a post card reminding everyone to attend the next EFA meeting. We should be on the lookout for new EFA volunteers, committee members and additional board member(s).
- September PNO – Saturday, September 30 (4-9)
  - PNO is a great service for parents to have a night out with a safe place that their children are comfortable in with staff they are familiar with. The price hasn't changed in years. EFA voted to adjust pricing as follows: \$30 for one child, \$50 for two children and \$60 for three children. Even at these adjusted prices, PNO is a great deal for families to take advantage of.
- Trunk or Treat – Saturday,, October 28 (4-6)
- Stuffing Drive – month of November
- Holiday Craft/Wreath-Making – Tuesday, December 5 (5-7)
- December PNO – Saturday, December 16 (4-9)
- Holiday Staff Recognition – week of December 18
- Souper Bowl Soup Drive – February 4 when it closes
- February PNO – Saturday, February 10 (4-9)
- Family Potluck & Movie – Saturday, March 10 (4-7)
- April PNO – Saturday, April 28
- Teacher Appreciation Week – May 7-11
- End of Year Picnic, Food Truck Event – Saturday, May 19 (4-6)
- Quarterly EFA Meetings:
  - General Meeting: Tuesday, September 26 (6:30-8)

General Meetings are open to everyone at Educare (staff and families). The goal is to get input from families on new ideas, inform them of what is upcoming, and look for volunteers to help with the 7 committees.

    1. Welcoming Committee
    2. Physical Property Enhancement / Discovery Trail Group
    3. Community Outreach
    4. Trunk-or-Treat Event Committee
    5. Family Potluck / Cookbook Committee
    6. Staff Appreciation Committee
    7. End of Year Picnic / Icecream Social Event Committee
  - Board Meeting: Tuesday, November 28
  - General Meeting: Wednesday, January 10 (6:30-8)
  - Board Meeting: Tuesday, March 27
  - Planning Meeting: mid-July (date TBD)

**Next Meeting:** Tuesday, September 26, 2017 at 6:30pm

- This will be our first general meeting of the year.