



## Meeting Minutes September 11, 2019

Present: Vanessa Marratt (President), Amanda Goetz (Vice President), Kristin Lengle (Treasurer), Bridget Ruffin (Secretary), Heather Porter, Kerri Miller, Kimberly McCormick, Kara Stasik, Cortney Bechtel, Stephanie Tiedemann, Elly Allen, Kristen Traut, Dave Traut, Tabitha Orth, Laura Soldner, Amanda Branam, Megan O'Leary, Ryan O'Leary, Kelleigh Dunham, Julie Wilson, Jenny Schelsky, Candy Rico, Sarah Smith, Nicole Burmesch, and Sara Smith.

1. Welcome and introductions: Vanessa called the meeting to order at 6:31pm. Vanessa welcomed everyone and the attendees introduced themselves.
2. SPA Overview of Role and Events: Vanessa gave an overview of what SPA does as an organization. She also reviewed the list of events we have on the schedule for the year. Events highlighted were:
  - August – Supply Drop Off
  - September – Kindergarten Continental Breakfast, Alternate Fundraiser, Spirit Wear Sale
  - October – Club's Choice, Homecoming, Parent-Teacher Conferences Meal
  - November – Father-Daughter Dance, Golden Guest Lunch Week(??), Fall Book Fair, Family Movie Night
  - December – Cookie Sale, SPA Christmas Party
  - January – Winter Wonderland
  - February – Donuts with Dad, Movie Theater Fundraiser, Collectivo Coffee Fundraiser??
  - March – Cupcake Sale, Storybook Theater – Eat Out Night??
  - April – Mother/Son Scavenger Hunt
  - May – High Interest Day, Muffins with Mom, Spring Book Fair, Teacher Appreciation Week
  - June-July – Chinooks Game Fundraiser??
  - Volunteers will be needed to help plan and facilitate each of the above listed events
  - A sign-up sheet was passed around for those interested in helping out with the Father Daughter Dance. The first planning meeting is scheduled for Tuesday Sept 17<sup>th</sup> at 6:30pm.
3. Secretary's Report: The May minutes were presented. A motion was made by Megan O'Leary to approve the minutes, it was seconded by Kim McCormick; motion passed.
4. Treasurer's Report of Current Balance at the start of the school year: our current balance is \$10,037.56. There are a few outstanding expenses including the kindergarten tee-shirts and the risers approved for the high school.
5. Incentive Program: New this year, SPA is offering an incentive for involvement such as helping plan event, attending SPA meetings, volunteering at an event, participating in the Alternate Fundraiser. Participate in 10 of these and we'll enter you into a raffle for a Marcus Movie theater gift cards.
6. Alternate Fundraiser: Just like last year we are offering an option to those parents or guardians who would like to support SPA's mission monetarily because they are unable to attend meetings or volunteer at events.
7. Clubs Choice Fundraiser: Kara Stasik explained the Clubs Choice fundraiser and it will be kicking off soon. Mark your calendars for the Pick Up date – Tuesday, Nov 26<sup>th</sup>.

8. New Board Member – Communications Officer – We are proposing to add a new board position – Communications Officer. This SPA Board member will be in charge of maintaining our social media presence and increases our profile by having more about our events etc.
9. 501(C)3 – Treasurer Kristin Lenge explained the advantages of becoming a 501(c)3 organization including becoming available for larger corporate donations and grants. Based on her research, it will require some back documentation. Kristin is looking for anyone with accounting expertise that may be able to assist with the process of attaining 501(c)3 status.
10. Staff Notes – Staff Members Sara Smith and Nicole Burmesch shared some ideas relating to naming the “Muffins with Mom” and “Donuts with Dad” events with a more inclusive.
11. Other Business/Questions:
  - A request was made to look into a “welcome gift” similar to the tee-shirts given to incoming Kindergarteners but for older students that are new to Saukville. Ideas include water bottles or pens/pencils etc.
  - Dine Out Nights – interest was expressed in continuing the Dine Out Fundraisers. SPA is looking for someone to take on the planning/scheduling of these nights
  - Question to the teachers – Would it be possible to have staff determine one mode of contact ie Remind, Class Dojo, Bloom? As some parents are having to access 2, 3 or more as their children’s teachers all use different apps.
  - Transportation to Homecoming Parade – an idea was brought up last year to look into the possibility of providing transportation for students and parents participating in the Homecoming parade due to the fact that later dismissal times make it difficult for Saukville families to get to the parade in time. It was determined at this time that it is too late to make those arrangements for this year. Someone is reaching out the parade planners to see if the start time can be pushed. We will revisit this in the near future to plan for next year.
12. Meeting adjourned at 7:45pm. The next meeting will take place on October, 9th, 2019.