

**Meeting Minutes – December 2, 2022 – 9:00 AM**

1. Attendees: Jamie Farber, Rebekah Spoelhof, Kendra Reinoehl, Amanda Tank
2. Cookie Exchange
	1. Kendra already bought:
		1. Bakery boxes
			1. Enough to stack two and tie a ribbon
		2. Wax paper to go inside each
		3. Cups with sleeve and top for hot chocolate
	2. Decorations and tablecloths
		1. Craft paper, tan, and gold
	3. Rebekah’s going to do flowers from Trader Joe’s
		1. Vases and ribbons
	4. Kendra will buy:
		1. Panera – hot chocolate in a box and coffee in a box
		2. Candy canes
	5. Raffle Items
		1. Candles
			1. One set being donated to administration
			2. Have six candles so we can split into two gift sets
		2. Porch Pot from Koetsier’s
			1. Costco had for $30
			2. Rebekah will reach out to Koetsier’s
		3. Legos - Kendra
		4. Scholastic dollars
		5. ½ Day subs – 2 - $62
		6. Wrapping paper kit – Kendra
		7. Gift cards?
		8. Flowers
	6. Gifts
		1. Amazon Gift cards
			1. $25 for classroom teachers and office staff
			2. $15 for support staff
			3. Amanda will purchase gift cards
	7. Only 27 signed up currently
		1. Some room parents still need to send out
		2. Can send out newsletter on Monday
		3. Ask Mrs. Hoeksema to put in today’s newsletter
		4. FHF cookies – Rebekah will contact
		5. Leslie Traughber
			1. Stick cookies – cheaper than regular cookies
			2. Will figure out how many she can do and let us know
		6. $15 donated so far
		7. Last year 3 dozen per person
			1. May need to do fewer this year
3. Auction
	1. No one has seen it before, so people won’t step up to run it
		1. Run it ourselves to try to showcase it
	2. Carnival is the first Friday in May – no school that day
		1. Many people will be out of town
		2. Keeping it separate might help people distinguish between the event
		3. Melanie is against having the carnival in the school
			1. Teachers don’t like having it in their rooms
	3. Pre-auction PNO
		1. Rebekah can talk to friend on PTO at Pine Ridge
		2. Kids night at GRG or R-Athletics
			1. R-Athletics aren’t as big on doing events
			2. Was not a fundraiser for Pine Ridge
		3. Fowling
			1. Looks huge, can probably accommodate a lot of people
		4. Would have to be a weekend
		5. If alcohol available, there needs to be food
			1. Do we pay for food or charge a ticket price?
			2. Drink tickets? Can we do this from a liability standpoint?
				1. Pine Ridge charged $40-$50 for food and two drink tickets
		6. Basement at VanderMill
		7. Charge $30 for food and admission and cash bar
			1. Cost needs to be covered by ticket sales
	4. Ask Theresa to reach out to businesses for donations
4. Mrs. Dudley had her baby – Logan Marie
	1. We should send flowers
		1. Lives in Grandville
		2. Usually use Ada florist who does a small bouquet for $40-$50
5. Skating Party
	1. Three charges from last year: $630 to Heidi, $635 to Kelly, $630 to Patterson
		1. Amanda will look into these charges
	2. Need to set a date
	3. Contact Patterson for costs
6. Staff Appreciation
	1. Alice in Wonderland
		1. Kids know it
		2. Lots of themed days
		3. Alice tea party games
		4. Could do the different versions
		5. Disney Jr cartoon version
		6. Tea party/lunch
		7. Mad Hatter Day – could involve the kids
		8. Is there a way to divide them into teams?
	2. Candyland
	3. Jamie will be focused on other things and can’t help as much as in previous years
7. Next Meeting: Wednesday, January 11th in the evening