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**Meeting Minutes – March 8, 2023 – 6:30 PM**

Attendees: Jamie Farber, Kendra Reinoehl, Theresa Sacharski, Amber McCarthy, Katie Prince, Rebekah Spoelhof, Meg Shier, Amanda Tank, Brandon Dexter

1. Approve Minutes from February meeting
   1. Amanda motion to approve, Amber seconded
2. Family Fun Nights
   1. Brandon Dexter is interested in heading up!
   2. Ice Skating Event @ Patterson 2/25
      1. Good!
      2. Easy, enjoyed!
   3. Movie Night in the Gym
      1. Scheduled for March 24 evening *\**Brandon will go ahead withthis date
      2. On Ada website calendar
      3. Reschedule? Pick a date
      4. Pop popcorn, movie projector, only water in the gym
      5. Movie choice TBD
      6. 6:30pm
      7. Bring blankets and pillows, no camping chairs
      8. 5:30 Popcorn poppers should arrive
      9. Jamie will order popcorn supplies and bottled waters to hand out
      10. 4 volunteers needed
      11. Linda custodian will be here; plenty of trash cans
   4. Family Fun Night Ideas
      1. Ideally Quarterly
      2. Would like to do more of, not huge cost required
      3. Maybe outside in the Fall, cider & donuts area at Robinette’s
      4. Adult only event + Kids Night Out GRG partnership?
      5. School-wide picnic on the playground?
      6. Roller skating?
3. Conference Dinners
   1. March 21 and 23
   2. Decide on catering options
   3. Sign up Genius already sent out by Amanda, parents are signing up for drinks and dessert, clean up
   4. Qdoba one day; Check on PitStop BBQ or Olive Garden for second day
   5. Jamie will call and order conference food
   6. Board cleanup help likely needed
4. Staff Appreciation Week
   1. May 1-5
   2. Alice in Wonderland discussed. Still go ahead with?
   3. Each Day theme ideas
      1. Mad Hatter Tea Party
         1. Coffee and sweets day
      2. Un-Birthday
      3. Queen of Hearts
         1. Making flowers
      4. Card suites
      5. Chess
   4. Start looking on Pinterest!
      1. Rebekah will be looking for Etsy ideas and watching movies
   5. Games each day; Staff competition!
   6. Good to mix up teachers during games, not just grade level
   7. Send staff out to dinner one night; PTO pays for food
      1. Wednesday or Thursday
   8. May 5 OFF
      1. Staff will be here, kids will not; just do a lunch for staff
5. Ada Auction
   1. Auction Items
      1. Carmen, Amber, & Jamie met – decided to focus on existing items and following up, not reach out for new donation requests
         1. First page of Google Doc, putting in what has been obtained
         2. Go down to “More Companies” to see list of businesses Kendra sent out letters to, these need to be followed-up on
      2. Jamie working with staff for Grade Level Experiences
         1. Fourth grade pizza party
         2. Mandy Dieleman pool party
         3. Ms. Pachulski art lesson
         4. Parking spot
         5. Principal for a day
         6. Police officer
         7. Drum major for a day
         8. Captain from Football team, etc., Fall - pizza and play etc.
      3. Each grade level will create a basket
         1. Jamie created Amazon wish lists for parents to easy-click on
         2. Parents can also contribute other items under the theme
      4. Pizza, Donut, Ice Cream parties
         1. One for each grade level to bid on
   2. Auction Online
      1. Open Monday before the event
      2. Bidders can start looking at items
      3. Close Auction at 9pm Night of Event
      4. Announce winners at 10pm?
      5. Nothing live
      6. Bidding software will notify you when you’ve been “out-bid” if you want to continue bid
      7. Not required to be present to “win” bid
   3. Auction Items descriptions
      1. Still waiting to send the website live because need to take time for data entry
      2. Amber is making “Sell sheets” in plastic to post at Auction event, visual for bidders
      3. Some things will be out like classroom baskets
      4. Downtown Ada gift basket
      5. Kendra can help write descriptions for items
      6. Separate Auction meeting to tackle these items
         1. To be scheduled?
      7. Create paper Auction Program to send home with all students Friday 4/20
         1. Auction paddle shape!?
         2. Kendra will help design
   4. Wine Pull
      1. Kendra, Rebekah, and Jamie met for planning
      2. Were able to purchase 65 bottles of wine from Rebekah’s distributor friend *at cost!*
      3. Will include Tech sheets, describing wine, with each one
      4. $25 per pull at Auction live
      5. People can pay via Venmo or Square
   5. Tickets
      1. Sales link is live
      2. Will close Friday 4/20
      3. Staff not paying for tickets but will RSVP through the link as well
   6. Music at Event
      1. Amber’s friend Nick Foresman
         1. Amber will check if he needs sound equipment
      2. FHC band sending small groups for music breaks
      3. Marisa Lunt maybe?
   7. S’mores Kits
      1. Will need to have assembly day
      2. Start getting grocery gift cards for purchasing supplies for this – FHF, Costco, Meijer, etc.
   8. Kindness for All initiative
      1. Kim VanAntWerp has offered to speak
      2. Audrey’s family Red Glasses offered to speak
      3. Lucas family maybe to speak
         1. Heather Schanski may be able to follow-up with
      4. Artist doing painting of the playground will be at the Auction
         1. Artist designed plan for outside
         2. Artist will bring larger piece on canvas to showcase at auction
         3. Staff has been asked opinions of what affirmations, etc. to paint indoors (bathrooms, etc.)
         4. Jamie and Melanie have been working with facilities guy and filling out forms to make this happen
   9. Volunteers at Event
      1. NHS volunteers
      2. Could pay HS students if necessary?
      3. Separate meeting to determine real need of number of volunteers for night of
         1. Who can participate?
   10. 50/50 Raffle
       1. Amanda applied for license
       2. 18 years old to sell tickets
       3. What time to actually do drawing? 8:00 or 8:30pm?
       4. Need to be present at Auction to win 50/50
   11. We need a good system for picking up auction items at the end of the night
   12. First Orders of Business
       1. Follow-up with auction item donations
       2. Get ticket Information out there, get sales up
6. Rebekah will start ordering s’mores kit items and wine pull bags

End: 7:54pm