

Mason School Club Meeting Minutes

Meeting Date: 5/2/2024

Meeting Location: MES Preschool Classroom

Attendance: Danielle Fisher, Kristen Kivela, Amanda Cannon, Lauren Arel, Tracy Wood, Kate Norman, Courtney Landry, Cheyenne Tessier, Teresa Tramontozzi, Tanya Chesnell

1. Call To Order
2. Minutes: Last Month's Minutes Approved
3. Principal's Report
 - a. In regards to the picnic table request: plastic picnic tables instead of wood for easy cleaning, etc.
 - b. Kelly's spirit wear: not currently a fundraiser
 - i. Right now she is breaking even, but we could make this a fundraiser
 - ii. She would still like to be involved, and if we want more items we could discuss this with her.
 - iii. Timing is usually done in the fall.
 - iv. Kelly will join in the fall for a meeting so we can discuss this further.
4. Nurse's Report
 - a. Spirit Week (June 3-12)
 - i. 6/3/24 or 6/4/24: Field Day
 1. Italian Ices for PreK need to be ready at 9 AM
 - a. Teresa will deliver those to Chef Lyn 5/31 to make sure they are ready to go.
 - ii. 6/7/24: Movie Day
 1. Popcorn needs to be ready for PreK right at 9 AM on that day.
 - iii. 6/10/24: History Day
 1. Wolf Rock isn't going to happen
 2. Planting by students approved
 3. Painting Rocks approved
 4. Historical Society Day:
 - a. 15 minute stops, time between to get to the next one
 - i. Bode
 - ii. Town Hall
 - iii. Town Pound, Meetinghouse, and Cemetery
 - iv. Town Store, Mann House
 - v. Church
 - vi. Rock painting (with info about Wolf Rock)

- b. Hours: 9-12
 - c. Kristen has a schedule from 2022, but we will replace Wolf Rock with painted rocks.
 - i. Rock Painting: \$55
 - d. Planting:
 - i. Mason Brook will donate 100 small perennials and annuals for shade/part shade.
 - ii. We will dig the holes ahead of time so the timing is quicker. (a trough along a fence, etc.)
 - iii. Rocks will be placed as a visual border so students don't trample plants
 - iv. Planting and rock placement during recess or in the afternoon.
 - e. PreK may join K or 5th grade for this, or may not.
5. Dress-up Theme will be Decades Day
- iv. 6/11: Bingo
 - 1. PreK + all grades will do bingo with 5th Grade
5. Officer's Reports (Notes, Recommendations or Motions)
- a. President – Nothing to report
 - b. Vice-President – Nothing to report
 - c. Secretary – Not Present
 - d. Treasurer – Not Present
 - i. Report uploaded to Google Drive:
 - 1. Starting Balance: \$5,334.97
 - 2. Debits: \$115.48 (Student Snacks + Staff Appreciation Purchases)
 - 3. Ending Balance: \$5,219.49
 - e. Fundraising Coordinator
 - i. Yearbooks
 - 1. MSC will need to get pictures from all the events
 - a. Event Photo Collages: Even number of pictures per kid were requested
 - i. Event checklist + Tally: Alexcina and teachers would help with the tally OR we just do our best
 - b. Cap + Gown pictures
 - c. Messages to students from parents will be needed
 - d. For children who don't want pictures, their artwork could be included, or a story they wrote, etc.

- e. Photo folder in google drive where everyone can share them. (Teachers and others)
 - f. Send out specific permission slip for yearbook
 - 2. Company with sample - Entourage:
 - a. Papercover, \$10/book, full color, 40 pages, minimum of 50 books.
 - b. Softcover: \$10.90/book, full color, 40 pages, minimum of 50 books.
 - c. Hardcover: \$17/book, /book, full color, 40 pages, minimum of 50 books.
 - d. More pages, a little bit more per book.
 - 3. Approved: School Club will create Yearbooks for 2024/25 School Year.
 - a. Lauren will chair the committee, and at the next meeting, those interested can let Lauren know and they can connect over the summer.
 - f. Marketing + Public Relations Administrator
 - i. Mason Village Market (Various dates during the summer)
 - 1. Amanda + Kate Norman will work on this.
 - 2. Kourtney Tibbets from the recreation committee spoke with Kate Norman and they may work together.
 - 3. Can sell things, run games, make money, make connections, etc.
 - 4. Current booths include: farms, stores, clubs, etc.
 - a. What vendors will be there, and what does that mean for our booth and what we offer?
 - i. Having variety is fine, having baked things and other baking vendors is still wonderful.
 - ii. Breakfast sandwiches, lunches, pizza etc. will be there, but snack items could be offered, the club would need to coordinate with the recreation committee, the garden club, and other community booths.
 - ii. Marty's
 - 1. Kate Norman will meet with Nicole soon and make a fundraiser calendar or vouchers for events.
6. Committee Reports
 - a. Graduation (June 12)
 - i. Waiting on class lists from administration

- ii. Kate Spear, Kate Norman, and Courtney will finalize this after staff appreciation
 - iii. Items needed: two tablecloths, napkins, paper plates, cupcakes, waters
 - 1. Danielle will get a list of the numbers from each teacher
 - b. Craft Fair (December 2024)
 - i. Lauren did some research and found a Midwest school does “Secret Snowflake Market”
 - 1. Collect crafts and items over the summer
 - 2. An option could be to partner with 8-10 people who craft, buy certain amount of products for a set price to control inventory
 - 3. There is also a company in NY that sells items, and you ship them back
 - a. Overall, the club prefers crafts and local items
 - b. Outside vendors complicates the low budget
 - c. Kate Norman will try to connect with crafters
 - d. We can put out a flyer for donations
 - 4. Before COVID, there were basket and gift card raffles from businesses within town.
 - a. Opening the craft fair to the community creates more revenue for the club.
 - b. Tracey would do wreaths or other donations
 - c. Recreation Committee wants to be involved in this
 - d. Lauren will reach out to the recreation committee.
 - e. Tracey will make a list of previous businesses that donated for reference.
 - c. Staff Appreciation (May 6-10)
 - i. Monday: Breakfast
 - ii. Tuesday Tacos
 - iii. Wednesday: Superbowl
 - iv. Thursday: Coney Island / hot dogs
 - 1. Popcorn (Teresa can do this)
 - v. Friday: Desserts
7. Old Business
- a. Family Night (May 30, 5-6 pm) “Meet & Greet”
 - i. Structured music in multi-purpose room, then everyone walks around
 - ii. The school will do popcorn
 - iii. The School Club will have an open table (possibly to be left unattended) with baked goods, information, etc.

1. We will put contact information on a pamphlet.
 2. Sign-up genius for baked goods
 3. Lauren has the informational sheets and will work with Amanda on the posters other items needed for the event.
 - b. Penny Wars
 - i. This is something that we will table until next year, it can serve as a kick off for vacation.
 - c. Annual Budget Meeting to be scheduled
 - i. A zoom meeting with officers will be scheduled via email.
 1. May 11th at 3:30 PM
 2. Executive Board will review and edit the constitution to bring to the June meeting for voting and approval.
 - a. Once the constitution is approved, Kate Spear can make changes to the account and officially get the Deputy Treasurer access.
8. New Business
 - a. Establish Re-branding Committee
 - i. Kim may want to be involved, so we should wait a little bit to form this committee.
 - ii. The first step is the table at Family Night, and then the Market during the summer.
 - b. Establish Fall Festival Committee
 - i. Teresa + Tanya will work on this. Anyone who wishes to join can get in touch.
9. Announcements
 - a. Next Meeting June 6th, 2024
10. Adjournment

Feel free to contact us with any questions or concerns at
masonsclub@sau89.org