

# EPC Executive Committee Meeting

November 16, 2018

9:00 a.m. - 9:35 a.m.

## In Attendance:

Michelle O'Malley,	President
Kristin Wyatt,	Treasurer
Kathy Hotchkies,	Secretary
Maya Subramanian,	co-Volunteer Coordinator
Franziska Eckerlin,	co-Volunteer Coordinator
Jia Li,	Community Coordinator, Pre-elementary
David Charter,	Community Coordinator, Lower Elementary
Monica Maling,	Invited Guest
Karen Yeh,	Invited Guest
Shuang Li,	Invited Guest
Anica Harris,	Invited Guest

- 1) **Review minutes from October**
- 2) **Family Game Night recap**
  - a) Setup was easy
  - b) Snack leftovers: 20 apple slices (buy two less 8-packs next year) and less than one pack of Madeleine's and chips
  - c) Consider different vendor since Uncle's did not bring enough games and not very responsive to our needs
  - d) Have games with high turnover (15-20 minutes to complete play), classics that everyone knows how to play (ex. Uno), games that are easy to add a player mid-game (ex. Illusion was easy enough for this), floor games (ex. Giant Jenga or ones that can be played on a carpet square)
  - e) Have Sign Up Genius slot for parent or student to host a table with a game brought from home, something they know well and can explain as people play
  - f) Consult Mr. K for list of games to request
  - g) Consider Spring Game Night next school year so you can play outdoor games too?
- 3) **Gala Planning**
  - a) **Saturday, February 9, 2019 at the W Hotel in Bellevue**
  - b) 40<sup>th</sup> Anniversary, 70s disco theme
  - c) Registration opens Saturday, December 8
  - d) Next meeting is right after today's EPC Executive Meeting
  - e) Also meeting on Friday, November 30 at 9:30 a.m. at the W Hotel
- 4) **First Thursday Coffee**
  - a) **Thursday, December 6 in Casa I**
  - b) Dr. Smith and Kris Gaskins available for casual Q & A
  - c) Coffee cart
  - d) Maya to supply food by 8:00 a.m.
  - e) Coffee cart to be used for all First Thursday Coffees this year with staff invited
- 5) **Grandparent's/Grandfriend's Day**
  - a) **Tuesday, November 20 from arrival until 11:30 a.m.**
  - b) Monica supplying food at Main Building

- c) David, Jia and Shuang to help during photo sessions 9:00 – 11:30 a.m.
- 6) **EPC Newsletter**
  - a) **to be distributed Tuesday, December 4**
  - b) Monica and Kathy to create
  - c) Will include 1<sup>st</sup> Thursday Coffee, Family Game Night Thank You, Gala Volunteering/Procurement, Learning Event blurb, Sno-King Save the Date
  - d) Kathy to get Learning Event piece from Andrea
- 7) **Treasurer's Report**
  - a) \$6,500 budget
  - b) \$640.06 spent on Welcome Picnic
  - c) \$294.97 spent on September Learning Event: Volunteer Kick-Off
  - d) \$94.57 spent on Family Game Night
  - e) Remaining Balance = \$5,470.40
- 8) **2019-2020 EPC Executive Committee Search**
  - a) Let Anica, Michelle or Andrea know if you would like a role or know someone who would be good to ask
  - b) Andrea Doan will be President, all other roles open
  - c) Franziska interested in Treasurer
  - d) Jia interested in Secretary, Volunteer Coordinator or staying on as Community Coordinator for Pre-Elementary

**Next EPC Executive Meeting is Friday, December 14 at 9:00 a.m. in Casa 207**