

# EPC Executive Committee Meeting

March 29, 2019

9:02 a.m. - 9:57 a.m.

## In Attendance:

Michelle O'Malley,	President
Andrea Doan,	Vice-President
Kristin Wyatt,	Treasurer
Kathy Hotchkies,	Secretary
Jia Li,	Community Coordinator, Pre-elementary
David Charter,	Community Coordinator, Lower Elementary
Meredith Atkins,	Invited Guest
Christine Han,	Invited Guest

- 1) **Review minutes from March 1**
- 2) **Treasurer's Report**
  - a) Current Remaining Balance \$2,939.20
  - b) Expenses still to come include final receipts from March 27 Learning Event, 40<sup>th</sup> Anniversary Party (in lieu of Spring Fling), Volunteer Appreciation, Staff Appreciation and End of Year Picnic
- 3) **April First Thursday Coffee**
  - a) Thursday, April 4 after arrivals in Casa I-II
  - b) Seattle Espresso coffee cart will be there
  - c) Kristin to purchase breakfast foods and setup for 8:00 a.m. so staff can enjoy too
- 4) **EPC Learning Event "Nutrition to Support Growth & Learning"**
  - a) ~20 adults; ~20 children in childcare
  - b) Speaker did well, best during Q&A
  - c) For future speakers it would be good to follow the model of highlight bookends (extremes) so people can gauge where they fit in and then focus on practical tips
- 5) **Gala Recap**
  - a) Debrief was on Tuesday, March 26
  - b) Eton spent ~\$40,000 and grossed ~\$80,000
  - c) Debrief mostly focused on replacing the Gala with another community event; does not seem to earn enough for the effort put into it; this is a continuing discussion from last year
  - d) Possible new approaches: all fundraising accomplished through Annual Fund and put more money into End of Year picnic as thank you; another smaller scale auction-style event like this year but at a venue with less overhead, maybe just Silent Auction and a Raise the Paddle; add fundraising aspects into current school events like selling themed baskets at the Cultural Fair
- 6) **Staff Appreciation Lunch**
  - a) Plan is to use some budget for a catered luncheon
  - b) Patricia researched Maggiano's (~\$1000 + 15% delivery fee and includes dessert), Bai Tong (~\$1100 with no desserts) and Purple (~\$1400)
  - c) Kathy will talk with Monica to determine what type of food the staff would most enjoy and then will research catering options for that type
  - d) Maggiano's seems like a great choice if the staff would enjoy Italian

- e) Parent involvement – parents could be servers like we have at Cultural Fair, could also supply dessert (if not catered), drinks (iced tea, lemonade, etc.) and/or fresh fruit like apples, oranges, bananas that staff can grab and go and can be left in staff rooms for later snacking
  - f) Gift – starter flowers wrapped nicely as centerpieces that some staff can take home worked well last year, don't really feel the need for an actual take home gift for everyone this year...put money into meal
  - g) Room Reps to encourage families to have children make cards for their teacher and give to teachers the week of June 3-7
- 7) **EPC Newsletter**
- a) **to be distributed Tuesday, April 2**
  - b) Monica and Kathy to create
  - c) Will include First Thursday Coffee
- 8) **40<sup>th</sup> Anniversary Party**
- a) **Friday, May 3 from 12:30 to 3:00 p.m. at Perrigo Park**
  - b) Sign Up will be in EPC Newsletter: setup, help at stations and clean up
  - c) Eton/Monica is taking care of planning and most, if not all, expenses
  - d) Plans include hamburger/veggie burger truck, hot dogs on machine purchased for Cultural Fair, ice cream sandwiches from Seattle Espresso Cart
  - e) Ideas brought up include a large sheet cake celebrating Eton's 40<sup>th</sup> to be served in bowls, would be nice to still have ice cream sundae bar like Spring Fling
  - f) Concerns: parking – Andrea likely to discuss with Monica; Microsoft has a satellite parking area nearby, Bear Creek School also nearby but party run-time may interfere with their regular school pick up schedule

**Next EPC Executive Meeting is Friday, April 26 at 9:00 a.m. in Casa 207**