EPC Executive Committee- Meeting Minutes
October 18, 2019: 9:18 a.m. - 10:37 a.m., Casa 207

1. In Attendance:

Andrea Doan  President
Meredith Atkins  Vice-President
Karen Yeh  Secretary
Jia Li  Volunteer Coordinator
Christine Han  Community Coordinator, Pre-Elementary
Monica Maling  Invited Guest

2. Review and approve minutes from September 27, 2019

Monica has minutes from last meeting. Will forward to Alice for posting on website.

3. November 1: EPC coffee. Breakfast hosted by Christine

- Dr. Smith cannot attend Nov 1. Add December 6 coffee. Dr. Smith and Kris Gaskins planning to attend.
- Dr. Smith has approved budget change reallocating $175 from learning event to EPC coffee. Receipts can now be submitted for up to $25 for EPC coffee food purchases.
- Coffee Snack assignments:
  - December: Andrea
  - January: no coffee
  - February: Karen
  - March: Meredith
  - April: Franziska
  - May: Meredith

4. November 8: Family Game Night, 6:15 – 8:00 p.m.

- Meredith in contact with Evan from Uncles Games. Set up in library. Uncles will bring two people for sales. Sales to begin at 7:00 p.m.
- RSVPs as of Tuesday, October 15: 77. Estimated attendance: 100
- Ask Mr. K if he can attend (Monica)
- Jia will email “Bring a game” volunteer to confirm the number of games they will be bringing
- Remember to include games for older students that have quick set up and approx. 30 min gameplay. Check EPC shared site list of games for suggestions
- Snacks: Andrea. Jia will send Andrea last year’s snack list. Suggestions: apples, rice rolls, madeline cookies, granola bars.
- November EPC newsletter should include a link to sign up and a link to volunteer at event
- Set Up: Monica
  - Four 6’ tables in activity room
  - Water coolers

5. Updates on Annual Fund (Monica)

- Monica will send a couple more communications before week of November 18. Want to achieve highest participation and then be done and not be continuing to ask for donations. Currently at 34% participation.
• Discuss other fundraising options in January: Food truck roundup, carnival, dunk tank, dance marathon, walk-a-thon, etc.

6. **Sno-King Update (Meredith)**
   
   • Confirmed for March 27, 2020: warm room access 11:45 a.m. – 2 p.m., rink access 12:15 p.m.-2:15 p.m.
   • Set up at 11:45 a.m.
   • In service day. For children in Clubhouse, please adjust schedule such that children eat lunch before pick up (Monica)
   • November EPC newsletter should call attention to the change in this year’s event date.
   • Add RSVP to EPC calendar (Monica)
   • Snacks to be discussed at future meeting

7. **Cancel EPC executive committee meeting on March 27, 2020: approved**

8. **Other Business**
   
   • Eton is focusing on professional development in three areas this year: Diversity, Equity, Inclusion. How to integrate these learning opportunities for the Eton community? Would a speaker on, for example, gender diversity be compelling enough for a learning event?
   • Idea to introduce a series of talks about communicating with your children, such as “How to have difficult conversations with your children” about subjects such as race, gender, inequality, politics.

9. **Adjourn**

   Next EPC Executive Committee Meeting is Friday, November 15, 9:00 a.m. in Casa 207