Pine Hill School CSA Meeting Minutes

September 1, 2022, 9AM at Eppich Household

- **Call to Order & Welcome Remarks|** *Wendy Eppich, Christine Walsh - 9:21 AM-Call to order*
  Welcome to the group! It is a beautiful day with lots of treats. We are excited to work with everyone and thank you to the Eppich family for hosting.

- **Presidents' Report |** *Wendy Eppich, Christine Walsh*
  - Board Roll Call Completed.
  - Welcome CSA 2022-2023 Packet – This is a new format of housing all the board information, please review it and go through the tabs on the bottom. Also, please review specifically the events calendar and budget.
  - Call to Action: Confirm Events Calendar; Open Positions – Box Top, Amazon Smile – Gala committee.
  - Teacher's Welcome Lunch Report– It was a huge success with lots of great food and treats from Wegman's - Lauren Morgan is our hospitality coordinator, thank you to her for all her efforts. One take away, we could have used more volunteers to pick up and set up the food. We will utilize a Sign Up Genius for this in the future.
  - Gala –This event has historically happened every 2 years; however, the last one was 3 years ago due to COVID. The event has raised roughly $60k, which mainly goes towards enrichment programs. This year, the event is being led by Emily Alfano and Elizabeth Wharton. They are currently looking at venues and themes. There are many different sub-committees. We want to be as proactive as possible, so please get teams together and encourage more volunteers from outside of the CSA to join. We suggested having a Gala table at the Ice Cream social to talk about the event with the community.
  - CSA Meetings – They are open to the public – Anyone can come to the meetings in person or virtually.

- **Vice Presidents' Report |** *Ariana Delaney, Megha Kadiyala*
  - Ice Cream Social Planning Update (Wed. 9/14 @5PM) – 5 – 6:30 PM Front playground- A Sign Up Genius was sent to all community members for coolers and set up. Rain date Sept 21 (Wed). Might want to have a table for the Gala Pine hill 5 K table *idea*

- **Treasurer's Report |** *Kristina Panettiere*
  - Budget Review and Reminders– Please send all budget requests the treasurer email. The budget will need a few more tweaks so we will have a deadline of Tuesday Sept 6 for any Budget requests. If you have new estimates or info, please forward that information. Please check with CSA Presidents before purchasing items not outlined in the budget. For Reimbursement – there is a link to fill out, located in the welcome packet. If you choose to donate something, please still send the receipt so we have accurate recording of it. Please submit receipts within 3 weeks after the event. It will take roughly a week for reimbursement. We are focusing on using Paypal for reimbursement.
  - Hospitality coordinator – Need to figure out workflow - *Idea*

Upcoming CSA Meetings

October 6	7PM - 8:30PM	Library
November 3	9AM - 10:30AM	Cafeteria
December 1	7PM - 8:30PM	Library

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- Question – Need to account for inflation- use your best judgment.

- **Secretary's Update |** *Brecken Schneider – 9:53 am*

- New Business / Calls to Action
  - Budget Vote – Deadline for updates, new submissions is 9/6/22.
  - Pine Hill 5K (Sun. 9/18 @8:30AM) – 11th year of Pine Hill. We have about 124 adults and five kids signed up so far raising a total of $3,800 so far. We have obtained corporate sponsors from community members and parents and look to expand upon these opportunities in the future. This year the 5K will begin at bottom of Pine Hill Lane. The 1K Kid run is for ages 6 and under, they will run on Jameson field. We are requesting more volunteers. The high school students have reached out to help. Another Sign Up Genius needs to be sent out to the community. Our GOAL is to reach over 300 runners. Request for someone to sign the National Anthem.
  - Question – What is the Virtual Sign up – pick up shirt before – run it at your convenience and it is the same price. If someone is not running, but wants to support, sign up for the virtual option. Online registration will close the 14th - you can sign up in person. *Send a dedicated email – dog friendly, stroller friendly, walker friendly*. *Participation contest with classrooms – they will win an ice cream social.*
  - Pine Hill Gala (Sat. 5/6 @7PM)
  - Monster Mash Event (Fri. 10/28 @6:30PM) – Working with coordinator – indoor/outdoor- drop off for older kids. We will request that parents and caregivers stay if they have a K – 1st grade student. Request for more volunteers.
  - Pine Hill Directory Launch Update (Fri. 9/23) – 9/23 Launch – All people need to update Aspen - $15 – preorder sign in the week of the 12th with comm. QR code will be requested for an easy purchase.
  - New Family Meet & Greet (Parents Only, Wed. 9/28 @9AM)
  - Family Friend Team - September Apple Picking Event Update
  - Restaurants and Rewards - Anthony's Coal Fired Pizza (Thurs. 9/29)

- **Communications Team Update |** *Joyce Silvia, Courtney Williams* –Three people are sharing this responsibility and will be rotating focus areas. Email to the communication email address for requests. There is also a form located on the welcome packet to fill out. Deadline – end of day Wednesday – for the following Monday 9 am email to the community.
- **Enrichment Team Update |** *Mary Lowder, Kristin Kohn* – Thank you to Kaitlin Dunham for help – Excited for great programs for the kids- fun, exciting for our kids! Look forward to it.

- Other Business – Laura – exploring Slack channel development - More communication between teams, committees and board members.

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- Meeting Adjourned by Christine Walsh and seconded by Megha Kadiyala at 10:15 am.

Attendance-

Christine Walsh, Wendy Eppich, Kristina Panettiere, Irene Saranteas Bassalee, Mary Lowder, Karen Silver, Megha Kadiyala, Ariana Delaney, Brecken Schneider, Kristin Kohn, Joyce Silvia, Kate Jacob, Sandra Burke, Julie Vitale, Yujie Zhang, Rebecca Elsy, Kaitlin Dunham, Nikki Miller, Alison Bihrle, Laura Paradis, Liz Sarhaddi-Blue and Ranjini Dowley.

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