

Comstock Park Educational Foundation

Meeting Minutes

November 9, 2009

Members Present: Jim Gilbert, Ethan Ebenstein, Mike Brown, Missi McPherson, Julie Ebenstein, Jeff Hoag, Nick Groulx and Denise Clement

Jim Gilbert called the meeting to order at 8:00 am.

Financial Update – Jeff Hoag presented the report. Currently the checkbook balance is \$4,248.78 and the savings/investment balance sheet shows \$51,059.05 in our account.

Updates on Fundraising Events -

- 1) The Panther Fall Classic competitive run is scheduled for this Saturday, 11/14/09. The 7:30 am registration and course begins at the back entrance (100 Betty Street) of Mill Creek Middle School. We have approximately 80 participants pre-registered with an estimated 50-60 additional participants expected on the day of the race. We are still in need of 10-12 volunteers to help staff the registration table, help with food and to help set up the course. If you are interested in helping, please contact Jim Gilbert.
- 2) We will have a booth at the upcoming craft show this Saturday, 11/14/09 at CPHS. We will be promoting both the Holiday Tree Silent Auction/Spaghetti Dinner which will be held on 11/28/09 as well as the Book Exchange Program. Debbie Benjamin will be staffing the booth from 8:30 am to 11 am – Sharon McLellan will staff from 11 am to 1 pm and Julie Ebenstein will staff and close the booth from 1 pm to 3 pm. Julie will help set up the booth in the morning along with Debbie Benjamin. Denise will have flyers made for distribution as well as the table coverings, full page signs to post on all the doors. Ethan was to check on the electrical outlets today.
- 3) Silent Auction/Dinner event – at this time, we have distributed 28 trees to companies and friends for decorating. Denise will be arranging for the signs posted out in front of McDonald's to stay after the craft show and we will advertise our Auction/Dinner event there. We will be receiving a proposal for an advertisement in the Advance newspaper later today for our review and approval. Email blasts via Skyward and CP Connections will continue through this month. Newsletters being sent home with the elementary aged children will continue over the next few weeks. Denise and Julie will be checking with local restaurants to see if we can have our table-tent ads placed in their locations. Denise will follow-up with the HS Choir and Art teachers to invite their students to participate. Set up will start at 1 pm on Tuesday, November 24th. Anyone who is able to join us, it would be appreciated. The cooking crew will be asked to report to the HS kitchen at 12 noon on 11/28 to prepare the sauce to simmer for the afternoon and then return at 4:30 pm to finish cooking.
- 4) Valentine's Progressive Dinner event – Jeff Hoag confirms that Scott Lake Country Club banquet room will indeed be our third stop that evening for the main entrée. We still need to confirm the first stop (which is cocktails and appetizers). More to come later.
- 5) Hacking for Education Golf Outing – will be either May 16 or May 23, 2010. We will look to bring back the silent auction for this event. If anyone is interested in helping with the silent auction, please let Denise know. Nick states that LMCU will be happy to be involved with this event.

Book Drive/Exchange Program –

Denise is to purchase totes to distribute throughout the district and at CP businesses. We propose that after the Silent Auction/Dinner event, we visit all our participating businesses to see if they would place a book tote and invite their customers to participate. Nick offered LMCU as a book drop off location. We will also promote this program when we visit the upcoming CP building/staff meetings.

Presentations –

Elementary PTO meeting – New Date – January 12, 2010 – Denise will present

Greenridge Staff meeting – 11/20 at 7:40 am – Jim will present

Stoney Creek Staff meeting – 11/16 at 3:40 pm – Denise will present

Pine Island Staff meeting – 11/23 at 3:30 pm – Jeff Hoag/Mike Brown will present

Mill Creek Staff meeting – 11/9 at 2:30 pm – Denise will present

High School/North Kent – 11/23 at 2:40 pm – Jeff Hoag/Mike Brown will present

CP Connections –

We will invite Diana Saenz to our meeting in December to discuss various ways to utilize this great communication tool.

Miscellaneous Announcements –

Grant Applications are due by December 18th. This will be communicated to all staff during the upcoming presentations as outlined above.

Schoolhouse article – the Dec/January article has been submitted. The Feb/March article will highlight the Hacking for Education event.

Meijer Rewards Account – is now active. Our number is 202948

Alumni Directory – will be forwarded to Missi. We will discuss options of a mass mailing soliciting donations from CP alumni in the spring.

Upcoming Meetings –

It has been noted that the 8 am meeting time on the second Monday of every month is not optimal for some of our members. We will now meet on a quarterly basis in the evenings. Our new meeting schedule is as follows:

8 am on Monday, 12/14/09, 1/11/10 and 2/8/10 in the CP Conference Room/Central Office

6 pm on Monday, 3/8/10 in the CP Board Room/Central Office-focus will be Hacking for Education event

8 am on Monday, 4/12/10, 5/10/10 in the CP Conference Room/Central Office

6 pm on Monday, 6/14/10 in the CP Board Room/Central Office-focus will be on planning for upcoming school year and wrap up of Hacking for Education event

6 pm on Monday, 8/9/10 in the CP Board Room/Central Office – focus will be on the 2nd Annual Duck Race

8 am on Monday, 9/13 and 10/11/10

6 pm on Monday, 11/8/10 in the CP Board Room/Central Office – focus will be on the 2nd Annual Holiday Tree Silent Auction/Dinner event.

Respectfully submitted,

Denise Clement, Secretary