**Circleville City School Foundation**

Meeting Minutes date 12/9/24

**Call to Order:**

Rachel Elsea call to Order

**Student Representative Report Outs:**

* Brooke Paxton thanks for the Christmas Carol- Ohio Theater
	+ 2 student representatives share their experiences
	+ Pictures presented of the experience.
* Sydney Ladimer- not present
* Ashton Groff- not present

**Secretary report:**

* Meeting approve minutes for October minutes
* Karen Motion, Dustin second

**Treasure Report:**

* Annual appeal donations
* Karen- through last month and this month. 10 donations.
	+ 2 Bob Johnson, Rebah Vassallo
* Motion- Katie, Second Abby

Thinking about using the Rebah Vassallo money for kids in need- such as sponsoring a kid. Something similar to shoe fund. Re stock the Palmers Pantry.

**Amazon Gift cards:**

* Abby: Thank you notes for the amazon gift card, Ms Allen 1st grade class. Card from Ms. Allen as well.

**Administrative Report:**

* No updates, Dr Halley not present

**Committee Report Outs:**

* Executive
	+ Went through all the teacher donations, deemed too much with the order processing. Card kept getting declined. Issues with organizing.
* Auction:
	+ Really need to work on donations.
		- Working on filling out the excel sheet for what has been secured for donations.
			* If someone wants a specific way for their item to be auctioned, it needs listed.
		- Keep the list up to date to ensure we don’t double ask.
	+ Money:
		- Banks, OhioHealth, Coughlin, Hummel and Plum, Anderson Insurance
	+ Groups: Chinese, Raffle, Live Auction, Online Auction, Food
		- Auctioneer Justin Jacobs
		- Food- donated in full or large discount.
			* Need to be in charge of all food and paper products ect.
		- Chinese Auction: Karen, Marci, Maria
		- Food- Cameron and Bret
		- Online- Andrea
		- Liquor Pull- Rachel
		- Everyone is to be expected to help set up and clean up
	+ Auction letter has been finalized to give out to businesses.
	+ Working on contacts to get donations from teams.
	+ Talking with the Art Teachers about getting quality art pieces for the Auction. Requesting Tigers.
	+ Sydney Lattimer- donating baby sitting
	+ Having each committee meet in January and one larger meeting a month
	+ Katie has all table clothes
	+ Honoree- Rebah
* Finance:
	+ Working on setting up Venmo but need to have Paypal attached but do not currently have access to previous paypal. Working on how to do that or create a new one.
	+ Working on possibly developing budgets and goals for specific amounts to spend on different things.
	+ Still need to access credit card statements.
	+ Bills to be paid: Karen 36.50 cents
		- Dustin, Aaron
	+ Marci 14.60 stamps, back to school gifts $121.21
	+ Amvets- $75
		- Motion Rach, dust second
	+ Bill Search- boards- 36.99
	+ Susan Search- 59.88 food scales
* Mini Grants:
	+ Brooke Paxton: power of the pen competition- $375 provide lunch to participants and judges.
		- Motion Abby, second Karen
	+ Courtney Wright: 4th grade $735.65 Pizza party and keychain
		- Allowed them to work on public speaking and learning to be role models in the school. Focused on communication.
		- Sending it back to revision on keychains
	+ Jenna Rutain: Elementary school 1st grade- sturdy durable headphone x20
		- Motion Karen, Second Maria
* Website:
	+ Christi Saunders- website was a hot mess.
* STAR student- Karen has not gotten back. Aaron Conn START student did check in. Rachel STAR student she has been in contact with and everything is going well.
* Educational Grants:
	+ Nothing New
* Scholarships:
	+ Nothing new

**Adjourn:**

* **Motion- Katie, Second Abby**