

December 2, 2009

Hut Beall, Jane Plager, Terri Mayrand, Meg Clark, Julia Flannery, Carole Pennock, Shelley Jackson, Cressey Belden Janko

1. *Old Business* **Genevieve Gift Wrap:** raised approximately \$500, consistent with last year's revenue. As an alternative fundraising opportunity, Lisa Echevarria had raised Original Works projects idea, which had been loosely discussed last year. Cressey will look into this as a potential project for the PA to introduce.
Fall Bazaar report from Cressey: Very positive day overall. Holding Bazaar in October was much better – for awareness, volunteers, beneficial to be after Parents' Day to reach out at that event. Dropoffs worked well running Mon-Thurs only. Advertising included pancake breakfast, which also helped both events. Hours were good (shorter than previous years). [Idea to pack chili in 'to go' cartons was very helpful to 5th grade sales.] Not tagging individual items, selling as 'best offer' seemed to work well – volunteer sales staff can always not accept a poor offer, or suggest a more appropriate price. Generous/poor offers seem to balance out.
Book Fair: total revenue was \$3979.43; 10% profit to Bement was \$375. Profit to Bement would be 20% without World Eye presence at sales. Overall, profit seemed not much in relation to volume of sales, or parents' perceived support in purchasing at Book Fair. Also, concerns about last copies not being flagged for order, so later attendees did not have full selection of books to shop. PA to pursue Barnes and Noble bookfairs prior to March break, and early December 2010. In the past, BN bookfairs had been held prior to Thanksgiving break. With BN program, profit for \$2-10K sales is 15% for cash option, 20% for giftcard option. Hut will talk with BookFairs (previous vendor) about their percentage (%). Julia offered to provide information on Usborne Books book fair program as well.
Big Y points: Catalogs have been looked through; we have 700,000+ points, some of which do expire in early 2010. Gave okay to Carole to make whatever purchases seem appropriate.
2. *School Store Update:* Very beneficial to be open same time as Book Fair was going on. Sales total for School Store for this event was \$1,138.50 and included the November Dean's Beans sales. New apparel went over well. Next opening is Friday, Dec 4th, and have sent emails to parents via Class Representatives to hopefully improve attendance. Items coming in are new coffee mugs (Bement's 85th anniversary), new exterior car stickers, new winter tea flavors and tea baskets for filtering.
3. *Treasurer's Report:* Balance of PA accounts with some outstanding events to factor in is \$10,675.00. PA will hold onto CD for rainy day fund. Financial statement from Business office was only just received, so numbers are not up-to-date nor complete at this time.
4. *New Business:* **Amy Gordon's Author Visit day** would offer honorariums to participating authors. Amy has offered to forego her honorarium, but that cost would be approximately 6 x \$200 for total of \$1,200. Reasons for not organizing the event for this fall (2009) were financial and short time to organize. Point was raised that PA does not have many fundraising events in Winter/Spring to offset costs like that, particularly if we wish to maintain a rainy day fund,

and are already planning two other educational events – Internet Safety program for students, staff & parents, and roundtable discussion with Duncan Laird for parents. Bement/PA also does not make profit on book sales at Author/Illustrator event – do parents think they are supporting Bement through purchases, as at other sales-based events? Need to be mindful of asking parents for additional expenditures. Plan to keep Author/Illustrator event for the Fall 2010, but consider asking authors to donate % of sales back to Bement? Ask Amy to definitely plan a book reading on campus in the Spring (2010) when her new book is published.

Duncan Laird event: Hut is in contact with him to work this out. Shelley will provide Hut with his email address.

Internet Safety Event: Need to determine date. Jane to check with their schedule to try and piggyback on another nearby appearance to cut down on our expenses. Program will be offered to entire school and parents.

New Dorm opening: Dorm parents will need help moving, hopefully in late January/early February. Shelley to keep everyone informed on how to help.

5. *Upcoming Events:* **Skating & Basketball Party:** Tricia has this all under control, but new Chair should be set up for next year's event.

February Food Drive: Hut spoke with Jeannette Voas, the Chair of this year's event. In past years, Whole Foods and Foster's donated bags. Donor(s) for this year will need to be found. As the 7th grade held a food drive this fall for the Food Bank, Carole suggested as an alternative contributing to the United Way's "Dinner for 6" event, also in beginning of 2010. Donors fill a reusable shopping bag with enough non-perishable foods to make a 'dinner for 6'. Hut will meet again with Jeannette to discuss this possibility and her other ideas for school-wide food drive.

Spring Fling: Still looking for co-chair(s) for Kathy. Possibly need to make more aware that chairing the event is not entirely solicitation. Most donations are somehow connected to Bement, versus cold-calls. Event will pick up after the first of the year.

Next Meeting:

Wednesday, January 6 in the Middle Dining Room, 8:10am