

WEF Meeting Minutes November 18, 2014

The meeting was called to order at 7:05. Co-Presidents, Jen Theriault and Colleen Guida welcomed members.

Secretary's Report: (EH) minutes from October 2014 meeting were unanimously approved.

Treasurer's Report: (ML) Mutual Funds have grown, one outstanding grant for EBSB STEM monies to be paid.

PR: (CB) Wakefield Daily Item has been publishing updates in a timely manner.

Website: (JH) Jean H. and Fran H. met with WHS Interns. The students are working on photo collages, and will next tackle updating dates and data in forms on our website. Dates were confirmed for the STARS Program, Forms to Schools 12/1, Forms Due back 12/15. Dates were confirmed for Chocolate Rose Sale, Forms to Schools 1/21, Forms Due back 2/11. Bernadette will reach out to our team via email to set up school delivery volunteers for STARS certificates.

Facebook: Kathy Skobe continues to update our Facebook page.

Grant Review Process: Meeting took place, thank you to volunteers who attended. We gave out nearly \$24,000 in grants, awarding across many disciplines within the school system. Letters were sent out 11/17, and an email to the principals summarizing their schools, and to the Superintendent summarizing the district and some "exceptions" requiring attention. The procedure improved helped, there was a low volume of STEM and Innovation grants submitted, but that is expected to improve next grant cycle.

Run for All Ages: (MJ/ VY) Race went well, lower attendance, thank you to all the volunteers. The organizers would like to donate \$2,000 to WEF and will attend our January meeting for a big check presentation.

Somerville Road Runners: JE/MJ No new updates, pending "big check" photo op.

TriCity Race Series: (ER) Elizabeth suggested contacting Dave Polcari after January, to see what help they need from us. Mary Jennings has agreed to act as point person.

JOY Yoga fundraiser proposal: (ER) Joy Fay interested in supporting WEF with a fundraiser at her new studio JOY Yoga on Green Street in Melrose... during 2 week window, individuals can attend a yoga class and the \$15 class fee goes to WEF. Considering 2-week window in January for this fundraiser. Elizabeth will send

everyone an email with Joy's website information and have Jean update the WEF website with a banner ad.

Calendar: (JT) Very successful, \$5,700 profit! JT asked for a volunteer to take on chairing the calendar project.

STARS: plan to recognize teachers with STARS in December. Jen made suggestion to make STARS and names of recipients more public. Bernadette is on track with confirmed dates and a process to ensure forms get out and back in time for holidays.

Chocolate Roses: (SW) selling chocolate roses in February. A Volunteer sheet was sent around and people signed up the help out.

Celebration of Learning: (SW) Confirmed 4/16/15 as date for COL, probably from 7-9. Linda and Beth will join working group, other members are welcome to join the COL working group. Working group has not been scheduled yet.

Fundraising: Jen brought up a new fundraising idea for fall, kids making Scarecrows, and it has been proven in Andover Public Schools to be a great fundraiser. She will provide information at our next meeting and hopes to have a new volunteer step up and manage this initiative.

Rebranding/Logo: Jen and Colleen have gotten a proposal from a graphic marketing artist, to redesign our logo. They will provide samples at a future meeting. The team approved the expenditure to redesign the logo unanimously.

New Members: Jen and Colleen asked the team to ensure they submit two names per school, to be sent letters to join WEF. Letters will go out in December, with an invitation to join our January 2015 meeting. Woodville continues to be a concern and Kim Margolis is helping us boost participation there. Jen and Colleen may reach out directly to the new principal at Woodville during December.

Attendance:

Mary Letchford

Colleen Guida

Jen Theriault

Erin Colliton

Gayle Wettach

Linda McManama

Violetta Yu

Kim Margolis

Bernadette Thompson

Mary Jennings

Beth Hendriks

Elizabeth Russell