



**Minutes**  
**Tuesday May 8<sup>th</sup>, 2018**  
**7:00 pm**  
**Galvin School Faculty Lounge**

**Welcome and Introductions-(ER):** welcomed all

**Officer Reports:**

Secretary Report – Meeting Minutes (Feb. 2018) ( VY) - approved with no changes

Treasurer Report – (ML) - noted that Rose fundraiser was best ever (\$5400), Spelling Bee was also successful (\$4650)

**Gator Gallup-** check delivery and photo- Many thanks to the Greenwood PTO!! – picture was taken, \$2365 donated to WEF (represents ~10% of proceeds)

**Spelling Bee (JT)** – had to postpone original date because of weather (power loss), but despite this, the event was a success with ~\$700 more than last year's; noted \$1200 from bar; for next year - we want to improve event promotion, consider other venue's like the Elks, venue should be booked early (tentative date 1<sup>st</sup> Friday in March 2019)

**COL (SW)** – no food was left, timing was excellent, 46 items collected in WIF Food Drive, suggestion for next year include selling flowers (this was mentioned at event by participant families and all agreed this was a good idea), will be April 4th next year

**STARS (AM)** – \$850 comprising 65 certificates so far, last push happening as school year closes, discussed electronic submission and PayPal (Jen Moon to look into it), also suggest minimum of \$10

**Calendar (JT)** – art collected at art shows, Jennifer Baldwin (who has done Gator Gallop, STARS, and WEF logo) will do calendar for a reasonable fee, Cary Mazzone volunteered to be calendar a co-chair, noted \$5-6k

## Wakefield Educational Foundation

PO Box 1752

Wakefield, MA 01880

[www.wakefieldeducationalfoundation.org](http://www.wakefieldeducationalfoundation.org)

---



profit usually, discussed sponsorship & coupons on back cover & month page, meeting announced soon will be after June 2, plan Aug. 17<sup>th</sup> kick-off at Italian festival & at Calvin when agenda books ready

**Publicity Update** –(ER) – stories including grants have been submitted and posted in Daily Item regularly with Sweat Fix article being next; process includes sending article story to paper while ccing to gmail (blind copy to Kim H and Colleen G for social media) and then Jen M to website; will send STARS names when over

**Website Update-** (JM) – discussed move off platform, Go Daddy host, Julio V to help, think about what want to do with website in terms of improvements such as increase visibility

**Facebook/Twitter Update** – (KH/CG) – noted discussion of WEF Instagram, all thought it was a good idea

**Grant Process** (ER) – need volunteer(s) to help with Grant post communications; take photo & write grant article (Jen M), communication piece around money (Mary L)

**June Dinner meeting and election** – chose date of June 6th at Public Kitchen

**Other Business: RFAA** discussed suggesting to NE65+ improving logo to be more kid friendly & possible local meeting venues for closed NE65+ group meetings (Brothers, St. Joseph's, Savings Bank downstairs)

### Attendance:

1. Sue Worden
2. Kim Hartman
3. Amy Miller
4. Lina McManama
5. Jen Moon
6. Jen Theriault
7. Violeta Yu
8. Julio Vaca

*Established in 1989 to support public education in Wakefield, WEF is a 501 (c) (3) non-profit organization  
Email us at [info@wakefieldeducationalfoundation.org](mailto:info@wakefieldeducationalfoundation.org)*

## Wakefield Educational Foundation

PO Box 1752

Wakefield, MA 01880

[www.wakefieldeducationalfoundation.org](http://www.wakefieldeducationalfoundation.org)

---



9. Cary Mazzone
10. Mary Letchford
11. Elizabeth Russell