

Masterman HSA Monthly Meeting

Date: Tuesday, November 19, 2024
Time: 7:30 PM
Location: Zoom



Attendees

19 total participants (See sign-in sheet for general members)

Board Members

Anne Albert	Michael Wang	Ya-Chi Tsao
Sarah Schindler-Williams	Chelsea Badeau	Stacy Koiler
Dani Laws	Kaitlin Kertsman	

Quick Recap

The meeting included the importance of participation in community surveys and the HSA membership form, with discussions on fundraising efforts, the progress of the Masterman Logo Committee, and the upcoming Winter Classic event and other social activities. The Grants Committee's activities and funding allocations were also discussed, along with the treasurer's report.

Welcome

Anne Albert, President, welcomed participants and provided an overview of the agenda.

October Meeting Minutes

Approved unanimously by present Board members

Community action items:

- Fill out community survey from Principal Laurie
- Fill out Title I survey
- Fill out [membership form](#) for the HSA
- Sign up to [Volunteer!](#)
- Attend coffee & conversation with Principal Laurie this Friday...more to be planned!
- Attend grade coffee chats

Fundraising

- Annual fund: \$34,400 from 181 monthly donors; on track
- Larger goal this year to build reserve
- Ideally \$100K-\$110K for the year; on track to spend \$200K this year because we're still using reserve funds from previous years
- Pushing into end of year campaign

- Potential ideas: Giving Tuesday, email/social push illustrating what the money funds. Looking for help to promote on social media or ideate on those milestones
- Fundraising events:
 - Winter Classic Alumni game: ticket sales, bake sale, merch sale

Auction

- Confirmed for Saturday, April 5th!
- Meet every 2 weeks on Sunday
- Any amount of volunteer support is welcome
- Looking for sponsors and auction items. Sponsorships are financially driven at different levels
- Will announce how to donate items

Logo

- Raised almost \$9K from logo sales, do have some expenses from replenishing stock
- Will offer a special t shirt order for winter classic based on pre-orders
- Looking for a co-chair to support Meredith
- We have set up an online order system in addition to in-person purchasing
- Introducing new winter merchandise!
- Close to breaking even on expenses for logo merch for the year

Membership

- Directory initiative - opt in; 100 responses in first few days
- Ask Principal Laurie to do a push of directory link
- Refresh teacher messaging

Grants

- Grant committee meets weekly, reviewed 19 requests so far; 14 finalized and 5 pending additional information
- Budgeted \$35K and locked in \$21k
- \$76k students, teachers, activities
- This year utilizing reimbursement process or direct purchase for use of grant funds
- Will announce approved grant details in an upcoming newsletter
- Chess club, debate club, musical, yearbook, etc funded through grants!

Social

- Planning an International Potluck at school, working on date for early spring
- Teacher appreciation—pizza and cookie tray most recently; One or two a month
- Teachers love seeing parents in school, sign up genius will be set up to solicit parent volunteers to help deliver treats to teachers
- Lunar New Year - cultural and food celebration planned for Saturday, 1/25/25
 - Will partner with HSA for support



Outreach

- Middle school coffee chat conversations held on Zoom
 - Parents asking questions that the HSA escalated to admin
- Effort to bring community together, will continue
- High school coffee chat zooms to be scheduled
- Coffee with Principal Laurie this Friday morning at the school

Treasurer

- Reviewed P&L sheet
- Revenue from annual fund and logo sales: \$42,592
- Email treasurer@mastermanhsa.org if you'd like specific details

SAC

- General meeting on 11/6
- Discussed facilities updates (asbestos/paint on roof/bathroom being stocked/repair in auditorium)
- Next meeting 12/4 at 6pm

New Business - Floor was opened for comments, questions, concerns

- Nothing raised

Meeting adjourned at 8:35pm

Respectfully submitted,

Kaitlin Kertsman

MHSA Recording Secretary , Interim