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## Meeting Minutes | July 28, 2020

**Attendees:** Susan Bailey, Kate Cox, Mollie Rapp, Mollie Vivoda, Michael Herring, Sarah Moon-Sarudi, Laura Merrick, Sarah Jacox, Kirsten Muszynski

### Upcoming Meetings:

- FOJ (all at 6pm via Zoom for foreseeable future): Aug 20, Sept 17, Oct 15, Nov 12, Dec 17, Jan 21, Feb 18, Mar 18, Apr 15, May 20, Jun 17
- Board Meeting Date: Aug 11 @ 6

### New Initiatives

- Newsletter
  - Kate to further research using current platform, Nation Builder to send newsletter
    - Initial assessment: not easy to create custom newsletter templates. Custom HTML coding is required that will cost \$
  - Constant Contact is recommended newsletter platform
    - Will circle back with the board if current platform is not a viable option and we can do a pilot using Constant Contact for 2-3 months, which will cost between \$150-200 total
  - Newsletter content
    - New online store, school supply ordering, calendar, SCRIP program, Cookbook, back to school notices (pick up your new Jahn sign and face mask), info on all volunteer groups and ways to get involved, highlight students doing great things
- Create committees to allow for more family volunteer opportunities. Initial ideas:
  - Virtual Husky Hustle
  - Cookbook
  - Newsletter/website/Comms
  - Parents virtual social hour
  - Teacher support: potentially partner with room parents to provide teachers with additional support. Making photo copies available to families during stay home and more
  - New Family Committee: pair existing fams with new fams. Part of new family ambassador program (Mollie V and Michael have been discussing)

- School Tours
- Fundraising
  - Spirit wear store through Shirts Illustrated in Belmont
    - Online store where Si handles all orders/deliveries
    - FOJ earns a % of sales
    - Masks: see if a place to label with names is available
  - Cookbook
    - Have any family participate for inclusion and target completion for end of Nov/Early Dec in time for the holidays (I know what everyone in my fam is getting!!!)
      - Sell ad space or ask local business to purchase in bulk

### Back to School

- Create school supply lists online for easy ordering. Will wait several weeks until we have more direction on what the fall will look like (Mollie R on point)
- Jahn signs: create and distribute to all fams
  - A Husky lives here, Stronger Together
- Back to school in person events
  - Jahn cannot promote and we cannot use the playlot
  - Any events would have to be organized by class. Maybe tap new room parents?
  - Virtual meet and greet?
    - Explain virtual learning, kick off the year

### ACTIONS

- Susan to send Zoom meeting invites
- Susan to send intro email to other volunteer group board members to Mollie so they can connect on outreach efforts
- Kate, Mollie R, Mollie V, Kirsten: e-mail Susan you address for official FOJ paperwork
- Mollie R to send group link to FOJ google drive
  - Eventually this needs to be turned over from Kelly, but for now, we can request access individually as needed
- Mollie R to follow up with Statefarm on Belmont to see if they have funds to support Jahn masks
- Mollie R to connect with Dan on school sign pricing
- Michael to apply for scholarship to allow FOJ board member(s) to attend the Northwestern workshop on fundraising during COVID
- Kate to research Constant Contact privacy policy, selling email addresses
- Kate to further research using existing platform for newsletter

Warm regards,

Friends Of Jahn