



Geneva ABC Minutes

October 16, 2019 meeting

The meeting was called to order at 5:33 PM by April Tetlow, President. In attendance were April Tetlow, Jeff Griffiths, John Metzler, Amber Metzler, Diane Lambert, Rachel Henning-Cash, Angela Palmer, and Andy Tetlow:

Minutes:

A motion was made by John Metzler to approve the minutes from the September 18, 2019 Geneva ABC meeting. Andy Tetlow seconded. All approved.

Correspondence:

A letter containing two checks totaling \$230 was received from the Geneva and Madison Bridge Club.

April Tetlow is going to send out Thank You cards to Alessandro's and Robot Zero Comics for their gift basket donations and to the Geneva & Madison Bridge clubs for their cash donations.

Treasurer's Report:

Jeff Griffiths gave the financial report. We have totaled \$814 for the four football game gift baskets with one remaining game on 10/18/19. Jeff reviewed the annual budget in detail and went over projected costs as well as prior year's fundraising amounts.

A discussion was held about possibly helping out with the Quiz Bowl lunches and purchasing patches for the Quiz Bowl participants. Last year lunches were purchased at Subway and were approximately \$5 per lunch. Additionally patches were estimated to be \$5 per patch. Andy to check with Mrs. Markijohn to verify. It was also discussed that there is a “trash tourney” coming up on Dec 7th. A motion was made by Andy to approve spending up to \$150 for the Quiz Bowl lunches and patches and seconded by John. All approved.

NHS fees were discussed. Andy to check with Ms. Debacker to verify the exact amount of the fees and who they are paid to. If it is within our budget we will try and help with the fees.

The Staff (Teacher) Appreciation Luncheon costs were discussed. The plan is for the majority of the food and supplies will be donated so the costs should be minimal.

It was brought up that we need to track where our income originates from so we know what fundraising events were most successful. We also discussed how much money we thought we could generate from soliciting local businesses for donations and it was generally agreed that around \$2000 was a realistic amount. Jeff made a motion to approve the yearly budget, Andy seconded. All agreed.

Fundraising:

For the upcoming football game this Friday (10/18/19) John Metzler, April Tetlow, and Andy Tetlow would handle the Geneva ABC table with Jeff Griffiths helping as much as he can.

Donation Flyer:

The group finalized the Donation Flyer. It was agreed upon to remove the dates from the Flyer so they could be reused each year. It was also agreed to remove the Logo line from the Platinum level of donation. The last final edit was to replace the first line of the Gold level (Sponsorship of the teacher appreciation luncheon) by the second item of the Silver level (Name/Business listed on our Adult Spelling Bee program). Diane Lambert suggested we also create a tax exempt document so when people donated we can also give them our tax exempt information.

We will print 50 flyers initially and the goal is to have them printed by the November meeting.

Andy made a motion to accept to approve printing the 50 Donation Flyers, Jeff seconded. All approved.

Staff (Teacher) Appreciation Luncheon

The dates for the Staff Appreciation Luncheon were discussed. December 9th and 10th were targeted as possible dates. Andy to confirm with the GHS/GMS Principals that those dates work for them.

The menu was discussed and it was agreed that we should stick with a similar menu to last year, which was tacos. Once we have the dates locked down we can send out information to potential volunteers asking for help with preparing the food or at the event.

GMS Academic Awards

GMS will be holding an awards ceremony on Friday, November 1st in the morning. Andy, Jeff, Angela Palmer, Diane, and Rachel Henning-Cash will be able to attend and help. Andy to get more details from Mr. Anderson about the event. It was also discussed that Geneva ABC could send out letters of encouragement to students at GMS for academic improvement.

Adult Spelling Bee

The Saturday, April 4, 2020 at 7:00 PM date/time for the Geneva ABC Adult Spelling Bee was approved. A brief discussion around publicizing the Spelling Bee and ways to fundraise during the actual event was held. More in depth conversations concerning the Spelling Bee will need to be held in the near future.

By-Laws:

Due to the time constraints no discussions of the By-Laws was held.

Other:

No other topics were discussed at this time.

Next Meeting:

November 20, 2019 at 5:30 PM at GHS

Adjournment:

April made a motion to adjourn the meeting at 6:49 PM. John seconded it. All agreed.