



Theresa Gellura, President · Brianne Seelman, Vice President · Michele Buchanan, Treasurer  
Kathy Mimler, Recording Secretary · Melissa Mashura, Corresponding Secretary

# Estell Manor Home & School Association

Estell Manor School 128 Cape May Avenue, Estell Manor, NJ 08319

~Their Future is our Business~

## MEETING MINUTES: OCTOBER 7, 2019

In Attendance: Theresa Gellura, Kathy Mimler, Melissa Mashura, Brianne Seelman, Michele Buchanan, Diane Pogue, Stephanie Wiker, Sommer Roxas, Tiffany DiModica, Maranda Ballard, Rachel Prince, Tiffany Hare, Shannon Garrison

I. Call to Order: President Theresa Gellura called the meeting to order at 7:02pm.

II. Approval of Minutes: Motion to approve the HSA regular meeting minutes for September 9, 2019 as submitted: Theresa Gellura. Second: Diane Pogue. All in favor.

III. Finance:

- Approval of Treasurer Report: Brianne Seelman motioned to approve the Treasurer Report as presented. Theresa Gellura seconded. All in favor.

IV. Correspondence:

- 61 Memberships received so far, near double our average membership over recent years.
- Resignation received from Corresponding Secretary, Melissa Mashura; regretfully accepted.
- Donation request received from Mrs. Baker for two buses for the 7<sup>th</sup> and 8<sup>th</sup> grade field trip. Melissa Mashura motioned to approve spending up to \$500 for the 7<sup>th</sup> and 8<sup>th</sup> grade bus fare. Diane Pogue seconded. All in favor. Theresa will inform Mrs. Baker.
- Donation idea presented and motioned by Theresa Gellura for the purchase of a television and rolling cart for the Wildcat Den with a budget not to exceed \$500. Michele Buchanan seconded. All in favor. We will look to see if anyone has something to donate first.
- Donation request from Mrs. Mattera for new yoga ball seats for the 2<sup>nd</sup> grade classroom. They are roughly \$20 each, with 21 students currently in the class. Brianne Seelman motioned to approve a budget not to exceed \$450 for the purchase of new yoga ball seats. Theresa Gellura seconded. All in favor.
- Donation request from Mrs. Sharpe for assistance with creating a Sensory Pathway in the school building, an idea she gathered from a workshop to provide students a brain-break or a calming space if needed. She has a cricket machine but needs the colored vinyl; wants to get students involved in the design of the Pathway. 25-yd rolls of vinyl for all desired colors would cost less than \$500. Brianne Seelman motioned to approve the budget of \$500 for the Sensory Pathway project. Theresa Gellura seconded. All in favor.
- Sept 30, 2019 Email vote: Motion made by Michele Buchanan to spend up to \$100 to order two cheesecakes from Maddelenas Catering for sampling a potential fundraiser. Theresa Gellura seconded the motion. Passed with 5 approval votes of the Officers.
- Sept 26, 2019 Email vote: Motion made by Michele Buchanan to spend up to \$100 for four Wawa gift cards and snacks for the custodians for Custodian Appreciation Day. Kathy Mimler seconded. Passed with 3 approval votes of the Officers. None opposed.

- Sept 16, 2019 Email vote: Motion made by Kathy Mimler to spend up to \$125 for a care package for the Mayer Family. Theresa Gellura seconded. Passed with 5 approval votes of the Officers.

#### V. Fundraisers/Events:

- Yankee Candle: All packets have been sent home.
- Spirit Wear: Deferred fundraiser for the fall.
- Maddalena's Catering – Cheesecake fundraiser: Provided us with a free plain cheesecake for us to sample, so we didn't need to purchase any. Sampled the cheesecake during the meeting. Smaller than expected (7" round, 2lb) but really good. Cost would be \$20-25 each depending on flavor and we would need to sell \$600 to qualify for delivery. Kathy Mimler motioned to approve running the fundraiser. Melissa Mashura seconded. None opposed. Will sell for Christmas, run Nov 1 – Nov 15, with delivery Dec 9<sup>th</sup> or 10<sup>th</sup>.
- Cannoli Fundraiser: Cannolis provided during the meeting for sampling. Sold in kits of 12 cannolis. Costs us \$6 each and must be sold at \$12 each. Brianne Seelman motioned to approve running the fundraiser. Melissa Mashura seconded. None opposed. Will sell for Thanksgiving, run Oct 16 – Nov 1, with pickup available at school Nov 26 from 3:30-5:30pm.
- Public and Permanent Refreshments: Oct 17<sup>th</sup>. Discussed providing coffee crumb cake, coffee, water and a pepperoni/cheese/cracker tray. Stephanie will assist.
- Holiday Shoppe: Need to get back into shopping. Kathy Mimler motioned to approve purchasing another \$500 gift card, plus applicable fee, for Stephanie to use in Holiday Shoppe shopping. Brianne Seelman seconded. All in favor.
- Clean Communities: We are reserved for one street in Estell Manor. Tentative date set for Nov 9<sup>th</sup> at 9am.
- Clothing Drive: Mrs. Baker offered to provide some student volunteers. Kathy will follow up.
- Talent Show: There are 15 acts submitted. First meet (Auditions) is October 17 after school. There are 6 students interested in emceeding the show. All will be asked to attend Auditions so we can make a decision. Discussed the Bake Sale and the need for bakers and volunteers.

#### VI. Old Business:

- KidStuff has made at least \$1000 profit so far, but we are waiting on 20 books to either be returned or purchased before we can close out the sale. Kathy is contacting parents.

#### VII. New Business:

- The Corresponding Secretary position needs to be filled. Melissa is needed elsewhere and resigning under no ill will; will remain an active member. Michele Buchanan nominated Sommer Roxas as Corresponding Secretary. Sommer accepted. Secretary Kathy Mimler cast the ballot to elect Sommer Roxas as our newest Corresponding Secretary.
- Further discussion regarding the future of the Officer panel. Invitation extended to other interested members to fill positions end of school year. Officers can remain in their positions for two consecutive two-year terms, unless no other interest exists. There are other Officers in the panel that are ready to hand their position over.

Meeting adjourned: 9:20pm

Respectfully Submitted,  
Kathy Mimler, Secretary, Estell Manor HSA