



Parent Meeting minutes

Location: FVHS Library
Date: November 17, 2021
Time: 7:00pm
Facilitator: Alaina Knight-Hougen

Agenda Items

1. Call to order & welcome by Alaina Knight-Hougen, president. June 15, 2022 will be the event for 2022. Safe and sober event. Partnering with Fountain Valley Foundation, utilizing Summerfest. July 1-June 30 is fiscal year. 2021 was fantastic at Summerfest, very rushed and last-minute organization put together in 7 weeks. Leads to well-prepared class of 2022 experience.
2. Board Intro:
 - a. Terry, Susan, CC, Angela, Stephanie
3. Larry Crandall FVCF – incoming president. Discussion of the preparation for 2021 Summerfest/FVHS Grad Night partnership; bringing in the equipment a day early, etc. FVCF 501C3 solicits funds from to raise money for community organizations. Hyundai Foundation has given the FVCF for granting. FVHS Grad Night will apply to the FVCF grant from the Hyundai foundation for funding for the event. Larry has encouraged our team to apply. Thank you Larry, from Alaina and the FVHS Grad Night team.
4. Board Positions:
 - a. Added prize team members
5. Entertainment, food, etc. contracts will be finalized in the next few months. Working through different options (will be In-n-Out & Kathy's Cookies, +1 unknown so far).
6. Budget Discussion Terry & Alaina:
 - a. Low funds due to no event in 2020, and increase in 2021 cost due to Summerfest event costs.
 - b. Proposed 2022 Budget has been approved by school. Will be adding line items for credit card processing costs (mugs and tickets).

- c. Current account balance: \$217.
 - d. Discussion of postage and printing cost differences from 2019 to 2021, less printing done in 2021.
 - e. Where does the money come from (income):
 - i. Bingo-funds will be going into the general fund rather than prize fund. Usual donations from Bingo is \$4200. Actual receipts from Bingo for August, September, October so far \$5200.
 - ii. Corporate Donations—78 letters sent so far. Received donations and commitments from some recipients so far. For example Grocery Outlet donated cash, and soft drinks/water in 2021.
 - iii. Senior Mugs—Mugs are blue with all senior names, dishwasher & microwave safe. Filled with frill and candy. \$20 each. Sold at graduation, parent nights, baccalaureate night, etc.
 - iv. Scrip Sales—purchase gift cards and percentage of the purchase is donated to the Grand Night fund. Monthly check received. Purchase at the school.
 - v. Ticket Sales—CC handles ticket sales. Start selling in March. Sales in March, April, & May and at the door. \$175 early bird, \$200 at the door. Ticket sales at the door is only cash, no credit cards or checks.
 - f. Discussion of proposed cost increases: have had vendors increase cost due to insurance, etc. Also, 2021 cost was higher because of last minute reservations. Should we plan for more money in the Misc & Fees category? If overbudget, we will cut from Prize budget. If ticket sales don't come in, can drop the cost for food etc.
 - g. Budget Approval: motion to approve: Susan, second Stephanie, all approved.
7. Theme Brainstorming and Voting
- a. Art Contest: once approved, there is a flyer to the art department and then the art submissions are submitted to the website, then a prize is awarded. Senior artists only.
 - b. Discussion of theme ideas.
 - i. Voting
 - ii. **Tonight's the Knight** is 2022 grad night theme.