



## Board Meeting minutes

Location: FVHS Library  
Date: September 21, 2022  
Time: 6:00pm  
Facilitator: Alaina Knight-Hougen

### Attendees:

- Susan Castellanos
- Alaina Knight-Hougen
- CC Nelson
- Denise Dorsheimer
- Melissa Bernardin

### Agenda Items

1. Meeting started 6:20pm
2. July 2022 Minutes Approved: Motion Susan and Second: CC Nelson
3. President's Report:
  0. Alaina shared the budget with the team and change would be making sure tickets are \$175 and \$200 and at the door \$225. The team agreed to change the budget for the 325 tickets at \$175.00.
  1. Alaina met with the Principal, ASB Yuki and Ms. Brewer about partnering with us for Grad Night
  2. Paul, ASB and Ms. Brewer would like to see us start collecting a deposit say in November and then payment by Spring due to the students are getting hit with so much at the end. Having this way is before Christmas
  3. They would like to have us start selling in November which means that our timeline will need to move up
  4. Reached out to the Entertainers and they are on board
  5. Will reach out to food – In N Out wants to be brought back
  6. Bi Laws need to be updated due to the eligibility as well as the on campus
  7. Need to get VIP'd if you are on the Executive Board
  8. Need to get TB Tested if you are on the Executive Board

4. Advertising/Tickets - CC Nelson:
  0. CC recommended not to do the Artistry work – let's use a Graphic Designer and this way much easier and faster way of getting this out
  1. For the Tickets / Letters – let's do Invitations and be able to send out November with a QR Code or a link for the payment
5. Budget Discussion—
  0. Great news we are in the Green going into this year – Bingo gave another check over the summer
  1. Alaina will change the budget to reflect the conversation on the ticket sales
  2. With mailing out invitations – CC may save monies on postage – CC will get back on pricing
  3. Susan will be looking into Membership Tool Kit or similar for Grad Night to go online for payments and forms – the elementary schools are doing this, and this would streamline
6. Prize - Denise
  0. Would like to start buying and needed approval to start buying. Alaina recommended – reach out and get approval – but if you see a deal
  1. Storage will not come from the Prizes – need pricing of the storage unit prior to setting this up and starting when?
7. Mugs – Susan
  0. Will need to look at ways to sell the mugs – still have leftovers from 2022 Class.
8. Website / Instagram – Melissa
  0. Will be creating a 2023 Instagram account
  1. Website paying for to protect
9. Meeting adjourned at 7:00pm to get ready for Parent Meeting