



Executive Meeting minutes

Location: FVHS Library
Date: November 16, 2022
Time: 6:30pm
Facilitator: Alaina Knight-Hougen

Attendees:

- Alaina Knight-Hougen
- Susan Castellanos
- CC Nelson
- Denise Dorsheimer
- Melissa Bernardin
- Angela Wu
- Ron Mack

Agenda Items

1. Meeting started 6:30pm
2. President's Report:
 0. Approved the October Meeting Minutes
 1. In and Out is booked and deposit is being sent out 11/17/2022 due to we were able to get TK Burgers refund deposit back
 2. Sent in deposits for Wax Hands and Funky Hair – waiting on contract from Ron Porter
 3. Grad Night Flyer will be sent for Jodi to repost
 4. Working on getting a 3rd Food Truck -- suggestion came through maybe pizza and pasta
 5. Need to get VIP'd if you are on the Executive Board
 6. Need to get TB Tested if you are on the Executive Board
 7. Working on trying to get a hold of Sean Ziebarth – reaching out to Jodi and the team
 8. Reminder we are looking for People to come and Shadow Us
 9. Received Bingo Donation \$2320.00 and Denise received Cane's donation

2. On campus lunch sales will be March 16, April 20, May 25th and last day to be posted will be May 31st.
3. The hope is to have the flyers out by November 21, 2022 week.
5. Online Registration – Susan
 0. Susan has been talking with Omelia that started Remind for non-profits to assist in online payment and registration.
 1. Susan demo'd the production – and showed the gentleman had uploaded the form for signatures
 2. Parent's Signatures will no longer be needed – just like with the Prom and other various dances held by schools
 3. Omelia will be able to upload all the forms – showing the dates of on campus sales as discussed as well as showing the pricing
 4. If a student locks in a deposit and pays in Full by March 16th – then they can have the early Bird Pricing of \$175.00. This system will allow for payment plan – we discussed 4 payments starting November 21st week once gone out.
 5. Omelia will supply reports for CC and will save CC so much manual time
 6. Once the student has paid in full then the name will be added to the website showing they have paid in full
 7. Susan will continue to keep us all in copy regarding the updates on getting this ready to go live on our invite for November.
6. Budget Discussion –
 0. We are in the Green going into this year – Bingo gave another check over the summer
 1. We have been getting monies from script and from amazon smile
7. Prize - Denise
 0. Susan was able to get someone to donate skateboards
8. Mugs – Susan
 0. Will need to look at ways to sell the mugs – still have leftovers from 2022 Class.
 1. Pricing will still be \$20.00
 2. Maybe combine the sales with the stamps - \$25 for both the mug and stamp, Mug will be \$20 and stamp alone will be \$10.00
9. Website / Instagram – Melissa
 0. 2023 Instagram account completed
 1. Had to pay on the spot for Go Daddy due to Website went down right before meeting.
 2. Alaina used her credit card and will seek reimbursement
10. Meeting adjourned at 7:00pm to get ready for Parent Meeting