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| **Meeting** | **General Meeting** |
| **Date** | **July 23rd, 2019** |
| **Location** | **Harrison Residence** |
| **Time** | **6:30 PM - 7:30 PM** |

**McNeil HS Project Grad 2020 Website:** <https://mcneilprojectgrad.ch2v.com/>

**Meeting called to order at 6:30 PM by Sharon Harrison**

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|  | | | **Attendees:** | | **Attendees::** | | |
|  | | | **Sharon Harrison** | | **Carrie Lewis** | | |
|  | | | **Amy Hays** | | **Susan Kerman** | | |
|  | | | **Brian Kerman** | | **Arlene Garcia-Torres** | | |
|  | | | **Kim Cook** | | **Gia** | | |
|  | | | **Carolyn Kyzar** | | **Shenita Davis** | | |
|  | | | **Nancy Bibb** | | **Beena Madyastha** | | |
|  | | |  | |  | | |
|  | | | Agenda | | | | | | |
| *No.* | | *Item(s)* | | | ***Time*** | | ***Lead*** | ***Notes*** | |
| 1. | | Budget | | |  | |  |  | |
| 2. | | Upcoming Fundraisers | | |  | |  |  | |
| 3. | | Other possible fund raisers | | |  | |  |  | |
| 4. | | Next meeting | | |  | |  |  | |

|  | **Topic: Budget** |
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| **Notes** | **Budget is being finalized and will be adopted at the next meeting** |

|  | **Topic: Upcoming Fundraisers** | | | |
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| **Notes** | **August 9th 2019 - Parking Spot sales, T-shirts and Lawn Signs**  100 spots at $100 each will be sold from 3:00 PM - 5:30 PM inside the school in front of Suite 3  Sales will continue during Meet the Mavs at 7:00 PM  Concern was raised about parking spots not being cleared/painted over since last year. We think RRHS painted their spots prior to sales. Carolyn to check with RRHS.  Lawn signs will be sold at $15 each  **August 21st - Open House**  Open House is from 6:00 PM - 9:00 PM. PG 2020 will have table  **September 18th - Pet Vaccination Clinic**  Clinic will be from 5:00 PM - 7:00 PM. Dr.John Tarlton is the veterinarian. Need student volunteers to help.  **September - Poinsettia Sales**  We can start collecting orders in September and poinsettias will be delivered at the end of November  **October 19th - Craft Show**  Email to vendors will be going out shortly. Arlene and Gia will help run concessions on Craft Show day.  **Business Donations:**  Kim has been provided with business contact information and general supplies. She will contact these businesses for donations. She will also provide a list of donations that have been contacted so others can check so as to not solicit the same businesses repeatedly. | | | |
| **#** | **Action Items** | **Owner** | **Due** | **Status** |
| 1. | **Carolyn to check with RRHS what the cost is to paint over parking spots.** | **Carolyn** |  |  |
| 2. | **Amy will do T-shirt sales** | **Amy** |  |  |
| 3. | **Beena will volunteer with parking spots sales** | **Beena** |  |  |
| 4. | **Carrie & Sharon will see if Venmo can be set up prior to August 9th** | **Carrie** |  |  |
| 5. | **Sharon to check with Angie in Suite 1, if student office aids can help deliver T-shirts** | **Sharon** |  |  |
| 6. | **Beena to compile list of potential vendors for Craft Show** | **Beena** |  |  |
| 7. | **Kim will compile list of businesses. Make Google Doc editable so others can update** | **Kim** |  |  |
|  |  |  |  |  |
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|  | **Topic: Other possible Fundraisers** | | | |
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| **Notes** | **Donations requested during football games**  Need to get permission to see if Student Volunteers can ask for donations during Homecoming (Oct. 11th) and Senior Night (Nov. 8th)  Need to finalize selling of T-shirts and/or Yard Signs during games  **Volunteer during Booster Club Banquets and Mav Relays**  Track and Baseball have banquets at the school and may need volunteers to serve food  Mav Relays may need volunteers to run concessions.  **Battle of Bands (possible Fundraiser)**   * Over spring (exact date tbd), possibly have a band competition event. Stony Point had something similar last year where prizes were awarded and the 1st prize was a recording session with Studio 512. Brian will get details from Stony Point HS point of contact to determine if it drew in enough money | | | |
| **#** | **Action Items** | **Owner** | **Due** | **Status** |
| 1. | **Sharon to get permission to ask for donations during games and check if Track, Baseball, or Mav Relays needs volunteers** | **Sharon** |  |  |
| 2. | **Brian to get details of Battle of Bands fundraiser** | **Brian** |  |  |

|  | **Topic: Next Meeting** |
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| **Notes** | **The next meeting will be held on Tuesday, August 13th from 6:30 PM - 7:30 PM at the Lecture Hall at McNeil High School** |

Meeting Adjourned at: 7:45 PM