

Project Graduation Meeting

January 18, 2017

1. Welcome/Overview – Tracey Matalon (Co-chair)
2. Important Items:
 - a. Job opening for Publicist – reach out to local media to get coverage for the Fashion Show. Position was filled during the meeting
 - b. Class Donations –
 - i. So far received a little over half the goal of \$9000
 - ii. Please send in recommended amount for your class, remind others, send in \$\$ by end of month
3. Committee updates:
 - a. Budget:
 - i. Morristown Alliance donated \$4000, Park commission donated \$450
 - ii. We voted to increase the budget for grand prize purchase (diamond solitaire ring) amount by \$500
 - b. Baskets:
 - i. 1st item drop off day will be Saturday February 11th from 10AM-12noon at 38 Frederick Place
 - ii. March 5th is the date of the Vineyard Vines shopping event from 11AM until 2PM. 10% of sales will go to Project Graduation
 - iii. Still in need of tickets to shows, plays, concerts for baskets
 - c. Fashion Show
 - i. Models have been selected and notified. There are 50 this year
 - ii. If your child is a model and you have not RSVP'd confirming their participation, please do so asap
 - iii. Vendors for boys are Joseph A. Banks and vendors for girls are Boutique 161, Say I Do, and Paradise
 - iv. Basket Preview will begin at 5:30
 - v. Guests go to Ballroom at 7
 - vi. Fashion Show begins at 7:15 (half hour earlier this year due to increase in models)
 - d. Decorations
 - i. There will be one night in early March, date tbd to gather to assemble the table arrangements
 - e. 50/50 Raffle
 - i. Sell as many tickets as possible, packets were handed out
 - ii. Last year we sold \$5000 worth of which \$2500 went to Project Graduation
 - f. Reservations
 - i. Table locations assigned first come/first serve so if you have a senior who is modeling, get your reservations in early
 - ii. Everyone needs a ticket – even those who are working backstage, selling 50/50, etc.
 - iii. Gift bags – need additional volunteers to do a 45 min shift for handing out gift bags at the event

- g. Program for Fashion Show
 - i. Get paperwork in
 - ii. Senior parents – complete student bios and email in
- h. Technology
 - i. There will be a DVD this year
 - ii. At the April PG meeting, they will be available for purchase
- i. Senior Gifts
 - i. A number of samples were presented including a chair, duffle bags, blankets, tool kit
 - ii. Any other ideas welcome – will vote and decide soon

4. Next Meeting February 15