

## Project Graduation Meeting

October 19, 2016

1. Welcome/Overview – Tracey Matalon (Co-chair)
  - a. Agenda will include reintroduction of committee heads and review of business as some missed first meeting due to back to school night conflict
  - b. Important Dates:
    - i. Thursday March 30, 2017 – Fashion Show at Birchwood Manor
    - ii. Thursday June 22, 2017 – Graduation and All Night Party
    - iii. Thursday November 17, 2016 Ladies Night Vendor Show at Tracey’s house – will have a variety of vendors selling fun things to raise money
    - iv. Wednesday November 30, 2016 – next Project Graduation meeting – will be joint meeting with HSA
  
2. Committee updates:
  - a. Treasurer – Kate Hein is looking for an assistant this year as she has a senior and needs to transition duties for next year. If interested contact her.
  - b. Logo design – new logo will be unveiled at next meeting
  - c. Basket Raffle – Sign-up Genius will come out next week – everyone must sign up for 5 businesses to solicit. If you really can’t/don’t want to solicit, then you can donate a basket yourself. See committee chair for wish list of items
  - d. Basket Raffle ticket sales – could take a few more volunteers – this is to work the night of the fashion show selling and handing out tickets for a 45 minute shift
  - e. Gift bags – if anyone has connections to businesses that may want to donate cool stuff for the gift bags the night of the fashion show, see Abby.
  - f. Class reps – keep attending sporting events to solicit donations
  - g. Senior gift – send any fun ideas along – will share options later in the year
  - h. Chaperones – could use a few more – want all night commitment – no senior parents
  - i. Advertising – anyone with a business or connections to a business who might want to advertise – it would be in the fashion show program
  
3. Following the committee updates, everyone stuffed the solicitation envelopes that will be mailed later this week