

# **Byron Steele High School Project Graduation, Inc.**

## **Regular Meeting – September 24, 2008**

- I. Call to Order – 6:35 p.m.
- II. Reading of the Minutes – Michael Banks read the minutes from last meeting. A motion was made to accept the minutes as read; motion was seconded and passed with no discussion.
- III. Reports
  - a. Officers & Standing Committees
    - i. President’s Report – Carol Meyer asked to collect and distribute contact information for board members and volunteers and asked to conduct committee business after the general meeting as a means to control meeting length.
    - ii. Treasurer’s Report – Melodi Williams reported \$3,587.03 in the Project Graduation account with no expenses or income since the last meeting. Melodi Williams was to check with the bank to understand options for changing signature cards.
    - iii. Fundraising Chair Report – Elaine Fisher asked the event chairs to summarize their activities via e-mail prior to the meeting so she may provide a general summary during the meeting.
  - b. Special Committees
    - i. Tax-exempt status update – Michael Banks reported in Kay Zurenko’s absence – The Articles of Incorporation are complete and signed and will be delivered to the lawyer tonight.
    - ii. Golf Committee Chair Report – Report tabled due to Bobbi Thele’s absence.
    - iii. Powerpuff Volleyball Chair Report – Report tabled due to Laura Sergent’s absence.
    - iv. Location Committee Chair Report – Carol Meyer reported she is collecting information on locations.
- IV. Old Business
  - a. Fundraising Approval Reminder – Michael Banks made it known the fundraising form is available online. Elaine Fisher reviewed her expectations for completing the form prior to event approval.
  - b. Updates on Fundraising Activities
    - i. Thanksgiving Pies – Elaine Fisher asked for volunteers to help contact Marie Calendar’s, Taco Cabana and CiCi’s during business hours.
    - ii. Taco Cabana / CiCi’s Pizza Night
    - iii. Carwashes – Cici Garcia checking with local banks and convenience stores.
    - iv. Rummage Sale – vote on location tabled until Monday due to Rhonda Harris’s absence.

- v. Spirit Ribbon Sale – Melodi Williams presented proofs of spirit ribbons. Elaine Fisher made a motion to purchase 200 “Battle of 3009” ribbons. The motion was seconded and passed. Michael Banks made a motion to purchase 125 homecoming ribbons with the names of the football team, trainers and coaches at the appropriate length based on number of names. The motion was seconded and passed. A vote on selling price was tabled until Monday.
- vi. Senior T-Shirts
  - 1. Project Graduation 2009 – no report available.
  - 2. Senior class shirt – Melodi Williams presented two proofs for designs. Jordan Fisher is to check with Ms. Mercer for approval of senior shirt sales. Melodi Williams is to get revised, tiered pricing for shirts with logo on front and design on back.
  - 3. Volleyball shirt – Melodi Williams presented two proofs.
  - 4. Leftover 2008 shirts – No information due to Kay Zurenko’s absence.
  - 5. Hoodies – Melodi Williams presented two proofs. Jordan Fisher is to provide alternative design suggestions.
- vii. Drawstring Bags – update tabled until Monday due to Sylvia Gates’ absence.
- viii. Beastly Beauties – Carol Meyer asked to table a report until Monday.
- ix. Cibolo Fest – Elaine Fisher made a motion to sell pickle-pops, skittles and sour punch for \$1 and cotton candy for \$2. The motion was seconded and passed.
- x. Homecoming Mums – Carol Meyer updated the group on mum details. Jordan Fisher and Pam Reed to take mum orders at school next week. Pam Banks to fax orders to Petite Flower Shop on a daily basis to guarantee delivery by October 15<sup>th</sup>.
- xi. School Dance – report tabled due to Laura Sergent’s absence.
- xii. Parking Spot Raffle – Elaine Fisher updated the group on progress. Pam Banks to follow up with the office on approval status. Elaine Fisher to provide sign wording to Carol Meyer to identify parking spots.
- xiii. Flock your Neighbor – update tabled until lead and volunteers identified.
- xiv. Royal Tuxedo – Cici Garci to confirm with manager donations will benefit Project Graduation instead of Prom.
- xv. Pie-In-Face – Trisha Villela had no updates.
- c. Meeting Location Reminder – Meetings will be moved to Mondays at 6:30 p.m. in F-219. Michael Banks made a motion to hold next week’s meeting at 6:00 p.m. to not overlap the counselor meeting scheduled at 7:00 p.m. The motion was seconded and passed.

- V. New Business – Elaine Fisher made a motion to provide additional entry tickets to seniors attending meetings and volunteering for fundraising. The motion was seconded and passed. Michael Banks made a motion to make the reward system

retroactive to the beginning of the year and establish a separate prize exclusive for volunteers. The motion was seconded and passed.

- VI. Members to be Heard – no members to be heard.
- VII. Adjournment – Elaine Fisher made a motion to adjourn at 7:58 p.m.