

South County
ANGP Meeting Minutes
May 25, 2016

Welcome/Introduction

Treasurer's Report – Nannette Henderson: A report was submitted and distributed. Nannette's biggest concern is the ticket sales or the lack thereof.

April minutes were approved.

Subcommittee Reports

Bag Room – Sally Hietanen: As many of you know Sally had to step down from this position. We are actively looking for someone to take this piece over. Elena has finalized the purchase of the 4-port USB Hub with book light from EmbleMax. We should be receiving those soon.

Clean-Up: Katie Lord has gotten her daughter and friends to help with the clean-up, but is also waiting on the Sign-up genius to fill out her staff. She is going to go on the walk-through on the 1st to document how each of the rooms are set-up so that when they do clean-up they can put them back in their original construct. Elena will contact each of the teachers in which we are using rooms to let them know we will be using them, and also to ask how they would like their rooms back after the event.

Decorations: Pamela Kipps indicated that they are waiting on clarification for using the carpet because of it being non-fire retardant. She also asked to be a part of the initial walk-through on June 1st. Pam also asked if there is a revision to the initial plan to the Fire Marshall for the placement of decorations, what is the best way to communicate that? She also said that she will go out and purchase plastic tablecloths so that the blotters from the bingo will not damage the school's tables.

For next year, Pam also made comment that the budget is not sufficient. The helium tanks each cost \$350. The \$700 budget does not cover all the needs that the committee has. This may need to be revised for next year's budget.

Pam also indicated that she will have her volunteers help move the balloon arches onto the stage to give more of a presentation feel to the prize awards at the end of the evening.

Fire Marshall Liaison – Michelle Franklin: Michelle Franklin has been in contact with the Fire Marshall's office. The first plan was rejected as it needed more information. She has since taken care of that and everything is approved. She has no budget, but needs to purchase fire retardant materials for use by the decoration committee. She will reach out to the Student Activities Office and Leah Conte to see if they have any in stock, but Michelle indicated that the Fire Marshall needs to have a comment sheet on the product before it can be used. She also stated that activities by Talk of the Town are still under review, but that the Laser Tag game has been cleared.

Flocking - Catherine Benavides: Catherine reported that she has orders for Stallion Stampede along with flocking orders; doing very well with advertising and sign creations. She did report having 12 flamingos “take flight” from a yard.

Graduation Raffle - Laura Gedra: Laura Gedra indicated that she has gotten 2 more raffle tickets. She is also getting questions about handicapped seating options. As has been stated in year’s past, it is based on a first-come/first-served within Eagle Bank.

Lawn Sign Distribution: Charlene Lane has indicated that she will be here with all the orders on June 1st for everyone to pick-up.

Men’s Warehouse – Katie Lord: Katie Lord reported that there was a lot of publicity from Men’s Warehouse as they came during lunches and did announcements about the program. You get a \$40 coupon when purchasing your tux there, which is a price increase. Our reimbursement check from Men’s Warehouse may be late in coming as Prom is late this year. Katie will talk to her contact about getting that check earlier than July 1st as the PTSO books close on June 30th.

Prizes – Joan DeLaurentis/Christine Hulse: Joan reported that she has \$561 left in their budget for last minute prizes. She also gave out a list of all those currently purchased for the event. She is awaiting word from Prize Donations as to what can be put out on the prize table. Joan also indicated that they have 2 corn hole board donations and gift cards that she will let Ronni know for Thank You notes.

Publicity: Elena reminded everyone to post the Sign-Up genius for volunteers on their Facebook page to glean more help. Reminds are going out through Administration to the senior class for ticket sales in the cafeteria as well as during graduation rehearsals. There was a flier done up by Victoria Cho and Elena has distributed that around the SCHS boards. The ANGP contract has also been given to the English Department for distribution to the teachers to give to students. Leah Conte is also reaching out to coaches to distribute it among their seniors. Ideas were bounced around on how to use Twitter and Remind to get the word out about ANGP.

Registration/ID Bands – Beth Engelhardt: Beth was not present but reported that ½ of the bands are printed. She stopped printing until she could get an updated list from Betsy of preferred names for the name tags. She will also print out the name labels for the bag room.

Security: Brian Griffith indicated that he has met with the SROs and that they did a walk-through after the Fire Marshall report was given to them. Officer Champ will also be coming over to help from the Middle School. James Walker is obtaining the walkie-talkies and they will also be using the plastic ponies/barricades for use in their perimeter. Brian also indicated that during the walk-through he will have a better understanding of stations and job duties, especially during the release of the seniors from the auditorium into the parking lot.

Survey: Brigid Williams has put together an initial Google survey for the seniors to fill out for additional tickets during the evening. We will use the computers in the library. The survey will run from 12:00 a.m. until 3:00 a.m.

Ticket Sales – Barbara Cammarata/Laura Gedra/Betsy Gates: Barbara reported that as of today they have 178 seniors signed up. There are 20 outstanding contracts, with on-line registrations being a bigger pain to connect the dots. She also commented that with Prom and the Senior Trip asking for money, the ANGP is sort of last on their list of payments to check off. Barbara will be selling at the distribution of lawn signs on the 1st of June, as well as both rehearsals. She indicated needing another incentive so Elena will note some of the prizes as incentives in the next Keep In Touch she sends out.

Underclass Set-Up: Raquel Hecker is still actively recruiting for help with this part of the event. Please reach out to your friends to consider this option for helping with this event.

Volunteer: Amy Heinlein reported that the information sheet and emergency procedures paperwork is done. It will be sent out in a two-week timeframe. She got a better idea of shirts to be worn by Co-chairs (neon volunteer shirt) and the volunteers of each section (e.g., security – dark blue) will be deciding on their colors. The Committee chairs will let Amy know colors so she can post that on the Sign-Up Genius. Amy also had name-tags to give to Brigid so she could print out icon (star in red/white/blue with “Volunteer”) for those coming to volunteer for the night for identification purposes.

New Business

Ms. Jordan reported that two donors stepped up, Skyline Automotive and Orsino Law Firm, to pay for the new flocking signs. They will have advertising on the PTSO website for their donation.

Ms. Jordan also asked that you start getting donations from friends and neighborhood businesses that you frequent. She passed out the donations letter and forms to all participants at the meeting.

The time table of closing events was discussed. This will be included in the timetable for distribution on the night of.

- Move prizes to auditorium – 3:30 a.m.
- Buckets/outside games closing at 4:15 a.m.
- Drawing in auditorium – 4:30 a.m.

Next Meetings

- June 1 – 7:00 p.m. – lawn sign distribution/ANGP walk-through
- June 15 – 7:00 p.m. – ANGP walk-through