

Annual Fund Committee Meeting Notes

Wednesday, March 8, 2017

4:30pm – 5:45pm / Building A Room 9

I. Members

- a. Present: Romelle, Pornschloegl, Ali Thames, Deborah Webster, Barbara Gray, Merrily Karel
- b. Absent: John Gawarecki, Ken Thielman

II. Give To The Max Update

Finance office is behind on calculating any new incoming revenue. She was asked to provide it for March 8th meeting. Romelle will contact accounting to get up-to-date revenue.

Science teachers have met and are in process of making curriculum orders. Blinds are being installed over Spring break, Romelle will coordinate teacher impact grant, Justin is working on purchasing laptops and rolling them out after Spring break. Committee was curious to know if laptops are new or refurbished. Romelle will enquire with Justin.

III. Sounds of Hope partnership

- a. Romelle and Jerry are working together to help raise AFC funds at the Sounds of Hope Concert. 288 MSA Dragon mugs were ordered that will be sold at the concert. The cost is \$2.25 and will be sold for \$6.00. (\$3.75 x 288) \$1,080 projected profit.
- b. Any remaining mugs will be sold at the Dragon Dinner.
- c. According to Romelle, via Jerry, the concert raises between 1,000 and 1,500 every year. With AFC joining the effort this year and selling mugs we are hoping to double their profits from years past.

IV. Chamber of Commerce

- a. Romelle was contacted by a parent suggesting MSA's membership in Chamber of Commerce. Parent also contacted Chamber Chair to contact Romelle.
- b. Romelle was contacted by the chamber of commerce of Woodbury Chair, Barbara Tucito Warren explaining to Romelle the benefits of MSA joining the Chamber. Barbara or one of her representatives will be at the next BOD meeting making proposal for MSA to join the Woodbury Chamber of Commerce.

V. Dragon Dinner Update

- a. Small group of volunteers, Merrily, and Romelle are putting in hundreds of hours into creating this event from scratch. Committee recognizes that systems created like alumni list, media list, corporate giving

communication, and constant communication of need is required for future fundraising needs. The groundwork laid here on this event will set the stage for future events.

- b. 20th Years event next year- Committee thinks planning an anniversary event is necessary but beyond the scope they can do with limited volunteers, corporate sponsorship concerns, and alumni contacts. Committee recommends Board discusses 20th celebration and create a planning taskforce as soon as possible.
- c. Donations
 - i. We received \$310 in cash donations. At least \$225 (5 teacher for sure) of which has been set aside for teacher ticket sponsorships at donor' request.
- d. Publicity
 - i. Deborah will put out sandwich boards for online auction,
 - ii. Every day there is an email in the Parent announcements
 - iii. Special announcements highlighting Online auction start times will go out.
 - iv. Jenn Bartle put 10 posters around town at coffee shops, Kowalskis, and Panerra.
- e. Ticket sales
 - i. Romelle invited all staff. She also let them know that committee would ask for teacher sponsorship. If teachers wanted sponsorship they were asked to let Romelle know.
 - ii. Three teachers contacted Romelle asking to be sponsored to attend the event due to financial concerns
 - iii. Three other teachers contacted Romelle and let her know they could not attend.
 - iv. Only one teacher has purchased a ticket thus far (Board member)
 - v. Auctioneer is donating time for event. Committee will provide auctioneer with a meal at no cost to him.
- f. Glassware
 - i. Committee approved ordering mugs and glasses
 - 1. Mugs- 14oz Challenger Grande Mug- 1 color with Dragon and Math and Science Academy in burgundy lettering wrapped around front.
 - a. 1.45 x 288 (36/case)
 - b. Set up \$50
 - c. Shipping 180.00
 - i. Cost is 647.60
 - ii. Sell for \$6 each
 - iii. Profit of $3.75 \times 288 = 1,080$
 - 2. Low Ball- 13oz Laser Etch imprint

- a. Used only at corporate table and perhaps a few up for sale in the silent.
- b. \$4.55 x 100 glasses
- c. Set up \$50
- d. Shipping \$155
 - i. Cost is \$660
 - ii. \$6.60 per glass.
- g. Games
 - i. We will be having two games Heads and Tails. Cost to enter is \$10. Each participant gets one strand of beads and can purchase up to two more at \$10 each
 - ii. During social hour game will be set up like a carnival tossing game with gift boxes filled with items valued at \$10 or more. Cost to participate \$10 per toss.
- h. Corporate Sponsors
 - i. Merrily will follow up Hartford and Anchor Bank and discuss findings with John
- i. Alumni
 - i. Justin is updating the Alumni Facebook page. Over 500 alumni have reached out already on the alumni site.

Next Meeting April 5th, at 4:30 in Room A9.