



Poland Speech Team Boosters Home Tournament

Minutes from / / Meeting

Attendance:

Officers: *President-*
 Vice President-
 Treasurer-Jenn Bracken
 Secretary-

President's Goal: To discuss the logistics for the upcoming Home tournament to be held at our school on December 13, 2014. Ideally, most items should be in order by the next meeting, with all parties knowing what details they are responsible for.

Discussion: AD Program (Fundraiser)

- *Who will volunteer to contact individuals/companies that placed ads last year to solicit ads for 2015*
 - *List of Last year's Ads distributed at first parents meeting in September*
 - *Jodi to send letter/ad sales form home with speech students. Deadline for ads will be November 26, 2015.*
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Discussion: Last year's concession menu was reviewed.

- *Discussed quantities, pricing, and pick-up/delivery arrangements.*
 - *Decisions were made about what changes to make for this year's tournament.*
 - *Last year there were 586 people to feed; amounts can be adjusted closer to the event when we have a more accurate head count for 2015*
 - *Need to inventory what we have leftover from previous year.*
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Day of Event Notes:

- Signs to display menu and pricing to be made. (Need three large and three small signs)
- Signs need made to /displayed to acknowledge donors.
- All donors must be sent a Thank You after the Tournament
- Contact head of Leadership Students to have them volunteer at the tournament. They can be used as guides and to help with concessions.
- Need to email all parents stating that all families must help out either by judging or working. Will send out a list of open tasks and shift for sign up on first come first serve basis.
- Committee members and Booster Officers and Coaches need to be at the main school (PMS/McKinley) @ 7:15AM. Additional help will be in the following shifts:
 - 8am to 11am
 - 11am to 2pm
 - 2pm to 5pm

NEXT MEETING IS / / at : PM at the Poland High School Library