

Project Graduation 2017 Minutes

July 28, 2016

6pm, Cooperative Extension Conference Room, Conway

Present: Catalina Kirsch, Sarah Kennett, Cathy Poppenwimer, Cindy Davis, Mary Welch, Melissa LaRoche, Terry Young

Absent: Sarah Charles, Brian Charles, Erik & Jen Brown, Susan Morgan, Sherry Cormier, Meredith Piotrow, Nancy Kelemen, Alan Whitley, Tina Sheehan, Tim & Heidi Belle-Isle, Reed VanRossum

1. Review of the mission of Project Graduation. Essentially, to provide an alcohol and drug free all night celebration for graduates the evening of their graduation. The concept started in Maine in the 80s and spread nationwide. There is a description of the background of the event concept on the KHS website. Handout is available.
2. Fundraising Goal: The way Kennett does Project Graduation is to spend the year raising a lot of money so that we can provide an all expense paid wonderful adventure to all the seniors who would like to participate. We ask them to pay a small fee (\$40) but the rest is on us. We load them on buses and off they go for an entire night of activity out of town, out of state. Each year does something different, though some years use some of the same venues. It involves a lot of research and decision making as a group and it's expensive. Most years seem to spend around \$30,000 - \$35,000.
3. Review of Minutes from June 2, 2016.
 - a. Leadership
 - Committee Chair: *Catalina Kirsch*
 - Co-Chair Open: *Cindy Davis* volunteered to Co-Chair. Thank you, Cindy.
 - Treasurer: *Melissa LaRoche*
 - Secretary: *Open (Seeking Volunteer)*
 - PR/Marketing: *Open*
 - Pointsettia Fundraiser: *Terry Young* volunteered to chair. Thank you, Terry
 - Golf Tournament: *Open (does not need to be a Golfer). Discussion of reaching out to Ingrid DeWitt. (Mary Welch, can you follow up?)*
 - Class of '17 Student Reps: *Open. Discussed importance of student involvement*
 - Bake Sale Coordinator: *Open*
 - Restaurant Fundraisers
 1. Shannon Door -*Cathy Poppenwimer* volunteered to lead. She will reach out to Meredith Piotrow, Melanie Levitt
 2. Joe's Spaghetti House - *Cathy Poppenwimer*, with Meredith and Melanie
 3. Flatbread Co
 4. Yankee Smokehouse - *Sarah Kennett* volunteered to lead

5. Friendly's Restaurant

- Movin' on Fusion Event Chair - Catalina will approach Becky Hanlan, since she is related to Jeannie Limmer of the dance school
- Cake Auction - Mary Welch volunteered to lead (previously done in Madison)
- Thanksgiving 5K - Catalina will give 50% of proceeds to Pr Grad. (sharing proceeds with KMS 8th Grade trip 2017)

4. Additional Leadership Opportunities

- Donations solicitation and housing
- Thank you letters - aim is to have secretary carry out this role
- Website Maintenance - PR/Marketing Chair (involves submitting info for KHS office to upload. High tech skills not required)
- Settler's Green Black Friday Table - Cindy Davis will coordinate
- Chaperone Recruitment -Spring task
- Trip requires a Registered Nurse - Sarah Kennett? Helen? Sarah, can you follow up?
- Committee is open to other ideas.

5. Project Graduation Planning Calendar - see attached table

- a. August - planning meeting. All 2016 payables & receivables accounting is reconciled and closed. Accounting is handed over to Treasurer for Project Graduation 2017; All supplies and materials are handed over by Class of 2016 and stored by Class of 2017 committee. Class of 2017 supplies will be stored by Melissa LaRoche at Total Concept Property Management.
- b. September - Open House visibility needs to be planned.
- c. October - Poinsettia Fundraiser
- d. November - Thanksgiving 5K; Settler's Green Black Friday; Poinsettia Delivery Day (many hands needed)
- e. December - tbd
- f. January - Movin on Fusion
- g. February - tbd
- h. March - Yankee Smokehouse, Joe's Spaghetti Shed (suggested)
- i. April - Cake Auction (before Easter)
- j. May - Golf Tournament
- k. June - Transition Committee Meeting with Parent of Class of 2018; Project Graduation event
- l. July - Project Graduation 2018 begins planning. All 2017 payables & receivables accounting is reconciled and closed. Accounting is handed over to Treasurer for Project Graduation 2018

6. **Next Meeting: Thursday August 17, 2016, 6pm, Conference Room at UNH Cooperative Extension, 73 Main St, Conway.**