



CRESCENT VALLEY ROBOTICS TEAM 955

CORVALLIS, OREGON

27 June 2012

CV Robotics Executive Committee Agenda

Absent: Bill Dunn, Ellisa Parnon.

Present: Jim B., Will R., Melinda L., Tim B., Cathy P., Mike B., John G.

Scribe: John G.

WELCOME!! Introduce Jim Bowey as our new coach. After introductions, there was considerable discussion on process development. Jim mentioned “agile management” as a concept that might serve 955’s needs.

Old business

1. Reviewed agenda.
2. Do we need a secretary to record minutes, send thank you’s, etc? There was a consensus to invite a parent-volunteer to become the recording secretary for the team. The role was not defined in detail, and there is room to refine the definition. We discussed this role as attending and recording the EC minutes (apparently as an ad hoc member), holding the stationary, and performing some variation of managing the email announcements that Nadine Wade used to manage. **Cathy P.** will ask parents if there is a volunteer for this role. (Ed: **JG had** previously invited Nadine to coffee to discuss her hand off when she returns from vacation in July. If a parent volunteer for this management role is identified by then, it would be a smoother handoff).
2. Announcements:
 - a. New car wash date in August (no change to July): 7/14, 8/18.
 - b. Still arranging the ‘Welcome party’ (waiting for Damian to return on 7/5; Kushal gone for most of summer): Currently discussing dates of Aug 17 and Aug 24 or 25.
3. Action Items:
 - a. Event organizers:
 - i. Car wash on July 14: **Cathy P.** will solicit a parent-volunteer to lead this event. Mike B. emphasized that a detailed recipe is available on the parent page. **Bill Dunn** is encouraged to consider volunteering his family to lead this event. (Ed: Miss you, man!). A back up will be arranged as well.
 - ii. Da Vinci days BBQ, July 21 1000-1200: **Mike** is the parent leader. He shared the event flier, and a spread sheet for assessing materials based on expected attendance. Back up parent is **Tim**. (Ed: JG has outlined the roles and goals for all events to Allison Lind and the adult volunteers).
 - iii. Da Vinci days scrimmage, July 21, 1200-1700: **Will** and **Mike** are co-managing this event. **Mike** is developing non-robotics engineering demo projects for younger kids. **Will** is coordinating the logistics of moving and setup.
 - iv. Welcome party: **Jane Gotchall**, back-up is John. (Ed: Jane has a pretty clear idea of what she wants to do. There will be a shift from bon-fire to pot-luck picnic, activities, etc...)
 - v. Car wash on Aug 18 = **Cathy**, back-up?

b. Sign card for Tuesday? John spaced this. He will be responsible for signing and sending this note of appreciation.

c. Identify 'Thank you card' point person? This may fall to scribe or communications adult manager.

New business

1. Accepting Outside students on Team 955. Melinda/John: Proposed Guidelines for Team 955. Unanimous agreement to follow OSAA rules on accepting home-schooled applicants, but not accept applicants from outside the district. **Melinda, John** & perhaps other interested parties will work on the guidelines and bring a more refined draft back to the EC for further discussion and vote. This may be done on-line as we have a home schooled applicant. We agreed on criteria including High School Age (13-19), live in CSD (EC, was that a criteria?), enrolled in CV of home schooled. Various concerns were expressed including vetting for problems, clear expectations on family involvement and support, protecting involvement of current team members, and thoughtful resource assessments.

2. Shop space and recent activity. Will invited parent volunteer Tom Kobold to submit a cabinet-bid for a 955 cabinet(s) in Building F. The bid will come back to the signee's on the space sharing agreement (Coach and Lead Mentor), with subsequent involvement of Mr. Baldwin. Report back to EC and Ms. Stroud after further vetting of the proposal by **Tim and Jim**. This is part of a larger discussion regarding sharing space and stuff in building F. There was further discussion authorizing 955 inventory of saws for cutting aluminum/metals, and rapid recognition and replacement of the saw stop.

3. Meeting recap – Team 957 : Will, Kevin and Allison purchased a serviceable drive train and frame for \$75, for future use.

4. The t-shirt cannon will have more design process attention in July and consider build in August. The first home football game is Aug. 31.

4. Meeting with student leaders (June 14). Will gave a report and handoff to Coach B. The meeting centered around student goals for the upcoming year, including some innovative thoughts around webinars.