



# CRESCENT VALLEY ROBOTICS TEAM 955

CORVALLIS, OREGON

July 17 2012  
CV Robotics Executive Committee Agenda

ATTENDEES: Cathy, Jim, Will, Eric, Tim, Jim, Melinda, Mike.  
Scribe, Tim B.

## Old business

1. Review agenda, identify recorder (Tim B.)
2. Announcements \_\_\_\_\_ 3 min
  - a. 'Welcome party' is on August 17
3. Action Items \_\_\_\_\_ 10 min done by
  - a. Event organizers:
    - i. Car wash on July 14: Jim and Stefani Sackinger
    - ii. Da Vinci days BBQ: Mike; back-up: Tim
    - iii. Da Vinci days scrimmage: Mike, back-up: Will
    - iv. Welcome party: Jane Gotchall, back-up is John
    - v. Car wash on Aug 18 = Cathy, back-up?
  - b. Sign card for Tuesday – **DONE. John will send.**
  - c. Identify 'Thank you card' point person. **Cathy.**
4. Debrief on car wash \_\_\_\_\_ 5 min

WE MADE \$938 (REFLECTS \$25 OF PIZZA). NET \$913. NEW RECORD FOR US, MONEY PUT INTO THE PETTY CASH ENVELOPE.

MENTORING WORKED WELL TO HELP STUDENTS PLAN AND RUN THE EVENT.

ADULTS ARE SUPPOSED TO DO THE SPRAYING AND CHECK-OFF. DIDN'T ALWAYS HAPPEN THAT WAY. WHATEVER JOB A STUDENT IS ASSIGNED THEY NEED TO BE DISCIPLINED ENOUGH TO FINISH IT. CATHY & MIKE WILL UPDATE THE "RECIPE" FOR FUTURE EVENT COORDINATION. JIM SACKINGER BROUGHT A 4-HOSE TEE THAT WORKED REALLY WELL.

## New business

1. Da Vinci days planning \_\_\_\_\_ 20 min

MIKE BROUGHT 20 LBS OF GUM DROPS. HE SAYS EVERYTHING IS UNDER CONTROL. DAMIAN IS HELPING COORDINATE STUDENT ACTIVITIES ON BRIDGE BUILDING. BARBEQUE IS UNDER CONTROL. MIKE IS USING LAST YEAR'S "RECIPE" FOR COOKING PLAN. HE IS SHOWING UP AT 8:30, STARTS AT 9. HE NEEDS COOLERS. TIM WILL BRING A BIG COOLER FILLED WITH BAGS OF ICE.

TIM – NEED TO GET A HOLD OF THE CONTRACTOR TOMORROW TO COORDINATE ACCESS TO YARD.

LOOKING AT 8 TO 9 TEAMS SHOWING UP. LAST YEAR FOLKS BROUGHT BOARD GAMES, FRISBEES, BAG TOSSES, ETC. GOOD IDEA AND IT WORKED WELL. JOHN WILL BRING SOME.

MIKE REQUESTED CANOPIES IN CASE IT RAINS. JOHN SAID HE WOULD BRING SOME.

WILL – MEET TIM AT SCHOOL AT 6PM. TIM WILL LINE OUT STUDENTS – NEED 6 TODAY. SEND THE REQUEST TO DAMIAN AND HE WILL EMAIL IT. WILL IS GETTING THE CARPET FROM GLEN AT 5:30. WILL WILL TALK WITH KEVIN TO GET KEY TO STORAGE CONTAINER. WE WILL KEEP TRAILER EITHER IN BONE YARD OR AT TIM'S HOUSE BASED ON WHAT THEY FIND. WILL WILL BE TOWING THE TRAILER. MIGHT NEED A ROLL OF DUCT TAPE TO PIECE THE CARPET TOGETHER.

WILL PUT MIKE IN TOUCH WITH DAVINCI DAYS LEADERS SO THEY HAVE A NEW CONTACT FOR NEXT YEAR. WE HAVE 45 PASSES FOR THE ENTIRE EVENT AND WE DISTRIBUTE 4-5 EACH TO ALL THE TEAMS AT THE BARBEQUE.

NEED TO RENT THE SHELTER FOR NEXT YEAR – JOHN VOLUNTEERED SINCE HE HAS TO GO GET ACCESS KEYS. CAN ONLY SIGN UP ONE YEAR IN ADVANCE.

2. Outside student Eligibility \_\_\_\_\_ 10 min done by
  - a. Review proposed guidelines

MELINDA DISTRIBUTED THE OSAA ELIGIBILITY POLICY AND PROPOSED CV ROBOTICS GUIDELINE. MIKE WILL PUT THE DOCUMENT ON THE WEBSITE. ACCEPTED WITH MINOR CHANGES.

3. Shop space update (Tim, Will) \_\_\_\_\_ 15 min done by

NO UPDATE. WAITING UNTIL AUGUST TO BRING ISSUE UP WITH MARK BALDWIN.

4. Registration Requirements and info, volunteer form (Melinda) \_\_ 15 min done by 8:05

SENDING OUT SNAIL-MAIL OF TEAM REGISTRATION/FORMS REQUIREMENTS TO PARENTS (MELINDA). PLAN TO HAVE STUDENTS RECEIVE IT 1 WEEK BEFORE SCHOOL STARTS. TIM NEEDS TO HAVE TIME TO CALL FOR NEW MENTORS. JOHN MAY HAVE INPUT TO PUT ONTO THE REGISTRATION FORM FOR GRANT REQUEST INFO (ETHNICITY, SEX, PREV EXPERIENCE WITH FIRST ORGANIZATIONS) – MUST BE OPTIONAL TO FILL IN. TIM – GET INPUT TO MELINDA NOW FOR CALL FOR MENTORS (1 PARAGRAPH).

5. Miscellaneous funds – how do we manage them? (Elissa, Melinda)

MELINDA WANTS TO DETERMINE HOW MUCH TO KEEP IN PETTY CASH AT ANY ONE TIME. REST NEEDS TO BE PUT INTO OUR DROP BOX AT SCHOOL. JOHN SUGGESTED A REOCCURRING EC MEETING LINE ITEM FOR THE MANAGEMENT OF PETTY CASH. REMAINING INCOMING FUNDS GO INTO THE SCHOOL ACCOUNTS. WE HAVE \$1304 IN HAND (\$291 PREV PLUS \$913 CAR WASH). PLUS WE HAVE MONEY IN THE PAYPAL ACCOUNT FROM KEVIN. JIM SAID HE WILL HAVE A CONVERSATION WITH CHERIE OVER HOW TO MANAGE MISC FUND SOURCES.

DAVINCI DAYS LAST YEAR WAS \$270 SPENT AT FRED MEYERS ON A PO (PLUS SHELTER RENTAL about \$55). FINAL COST WAS \$320. THIS YEAR MIKE WILL PAY FOR IT HIMSELF AND PULL FROM THE PETTY CASH ENVELOPE. ASKED FOR \$400 PETTY CASH AVAILABLE FOR REINBURSEMENT.

WELCOME PARTY: USED \$55 LAST YEAR. SUGGEST HAVING \$100 PETTY CASH AVAILABLE FOR REINBURSEMENT.

TOTAL: KEEP \$500 PETTY CASH ON HAND FOR PLANNED FUTURE REINBURSEMENTS. REST GOES INTO THE SAFE AT CPSF.

6. T-shirt cannon – potential project for July and August

FIRST FOOTBALL TEAM IS 6 WEEKS OUT AND WE WANT TO HAVE THE TEE-SHIRT CANNON AVAILABLE. NEED SPECIFICATIONS, COST, SIZE, WEIGHT, PERFORMANCE. NEED AN ASSESSMENT MEETING: WILL, TIM, STUDENTS (ALLISON, DAMIAN, Ryan DUNN). JIM WOULD LIKE UPDATE AFTER MEETING. TARGET: BASKETBALL, FOOTBALL. WILL AND TIM WILL MAKE THIS HAPPEN.

OTHER ADDITIONAL ITEMS:

SOMEONE HAS ASKED FOR A TEAM 955 ROBOTICS BANNER. COULD HAVE USED IT AT THE CAR WASH. WILL SAYS THAT WE HAD ONE WITH THE STUFF AT TIM'S HOUSE PULLED FOR DAVINCI DAYS. CONSIDERING MAKING A NEW/ADDITIONAL ONE. SUGGESTED TO BE A PROJECT TO START AFTER THE ACEDEMIC YEAR BEGINS.

THREE TEAMS HAVEN'T PAID ON THEIR FIELD COSTS. MIKE WILL EMAIL THESE TEAMS (LEBANON, SANTIAM CHRISTIAN, AND PHILOMATH) SO THAT THEY CAN BRING THEIR CHECKBOOKS TO THE BBQ.

FUTURE TOPICS:

SHOP SPACE

CORPORATE SPONSORSHIP

DEBIT CARD

REVIEW REGISTRATION/VOLUNTEER MATERIALS

WELCOME PARTY

NEW BANNER CREATION

UPDATE ON TEE-SHIRT CANNON