



CRESCENT VALLEY ROBOTICS TEAM 955

CORVALLIS, OREGON

02 October 2012

CV Robotics Executive Committee Minutes

Attendees: Eric S., Ellissa P., Mike B., Will R., Bill D., Melinda L., John G., Tim B., Jim B.

Standing agenda items:

- Identify the scribe for the meeting: John G.
- Approved minutes from last meeting. **Mike** will post them.

Old business:

Registration: 11 new kids who have not attended a registration meeting. **Melinda** will email the parents the registration materials with a one week deadline. **Mike** will post the intro letter. **Melinda and Jim** will coordinate entering the data on TIMS. There was some consideration of earlier registration in 2013.

Scholarship: Requests for 4½ scholarship requests. **Melinda & John** will talk to scholarship families. Will suggested firm outcome measurements: there will be a discussion between **Jim, Melinda & John**.

New Business

- *Mentors meeting* 10/4, 7-8:30 pm in Building F, with student leaders.
- *Inventory Day: October 9*, 5-9 pm Discussion about participation. **Tim and Jim** will announce inventory day to the team with a team meal. Students have to have emergency information. The announcement will go to the current list of members.
- *Girls Generation:* **Zoe and Allison** are interested in pursuing this. The event is *October 13th*. **Cathy** is the adult project leader.
- *Bunny Bot:* The rules are released. The event is *Dec. 15th*. Jim proposed Bunny Bot kickoff 10/15. Tim speaks to a more deliberate approach to this project with an earlier start.
- *FIRST stuff* (Will)
 - *Kickoff registration* opens Thursday, October 4th. OSU kickoff completed.
 - *Kit of parts* drive system option closes Thursday, October 18th 9a PST.
 - What are our choices? (A) Kit of parts, (B) \$450 gift card to AndyMark. Estimated 25% of teams scavenge parts from the kit. Estimated 20% use entire kit for the competitive robot. **Decision deferred to mentor meeting on Thursday next.**
- *Second event registration* opens Thursday, October 25th at 9a PST. Discussion about whether to apply to a second regional. Melinda pointed out that the business side has incomplete leadership. Additional discussion about fielding a rounded team, and about the design process being deliberate in order to be successful, the process of guiding students down the path to avoid snatching defeat from the jaws of victory, particularly if invested in two regionals. **Further discussion at mentors** meeting regarding strategy and how it intersects with event planning. This will come back next meeting. There are two weeks of tourneys. Spokane
 - New Regional Events.
 - Central Washington. Ellensburg March 20th.

- Western Canada (possible \$1,500 travel grant and subsidized accommodations).
Calgary.

Complete list of events can be found <http://www.usfirst.org/roboticsprograms/frc/regional-events> .

- *Fund-raising letter* (Ellisa): Historically, letters were requested for 5 letters per student to go out. Letters also went to last year's parents. Estimated intake was \$1,000. **Ellisa** will work on alumni lists since 2002 and use it as able. Suggestion to write two letters per student. Goal to send letters might be mid to late November.
- *Email lists*: confusing and out of date contact lists. Certain connections don't allow management. Student managers are supposed to be list managers currently. **Mike** will investigate and help develop contact information in spreadsheet form. Ellisa will help.
- *Shop reorganization* (Tim): A plan that Will, Kevin Groom have been mulling over. Progress report from Will subsequent to discussion with Mark Baldwin. The project will need to be vetted further. Overriding goal is to consolidate the consumable items that 955 uses.
- *Special projects* (Tim): Tim asks that special projects have specific mentors. He gives several examples. He seeks special interests. Discussion about communicating special projects and their priority.
- *Helping school shop budget*: seemed to be resolved with no further action needed.
- Tee Shirt Cannon learnings: communication, business application opportunities.
- Corporate Sponsorship: not discussed.
- Petty cash is \$97.45 There is also \$704.23 is in the foundation safe. **Melinda** will deposit all petty cash in the CPSF safe for now.

Future meetings

- Discussions with Cheri: account, keys, contract
- Mark Baldwin and shop org
- Budget Jim to meet with Cheri and then with a small group from Executive Committee
- Computer Access
- Bank account/DEBIT CARD (wait until after Cherie meeting).
- Recruiting/partnering for EC replacements