CRESCENT VALLEY ROBOTICS TEAM 955
CORVALLIS, OREGON

EXECUTIVE COMMITTEE MEETING MINUTES

August 16, 2011

CV Robotics Executive Committee

16 August 2011

Attendees: John, Cathy, Melinda, Ginny, Mike, Will, Tim, Jim

General: Meeting held outside at the picnic table because the building was locked. Started approx 7:00 pm and ended approx 8:30.

Minutes by Agenda item:

1. Agenda Reviewed.

2. Brochure updated by James Gotchall, and printed at HP by Cathy. Samples were passed around for review.

3. Team building plans: Kelly was absent, so the status of the BBQ planning is unknown. Cathy will call Kelly and talk with her.

- **(This is a different topic)**What is status of Girls Collaborative Grant? Can we still do the activity? Do we need to send the money back? Melinda will ask Dan.

4. Mentor meeting update: Will, Tim, Kevin, have been having meetings about every 2 weeks. Will showed what the mentors have been working on including Org chart, Positions descriptions, Skills assessment. Kevin has been working on the skills assessment, which inventories skills 1 to 5 of each skill at the start and end of each season. Presumably this is used to provide best placement of the student on the team.

Shop cabinets discussion. Will met with Cherie Stroud and expects 8' cabinets to be approved, but they have not approved yet.

5. Fund-raising update

The next Car Wash will be August 27, from 9:30 to 4:30. With good weather and good organization, the expectation is we will raise $900 from this event. There should be no death marches. We should have pizza or other snacks for those who make a significant contribution, of for the kids washing from 9 to 1:30. We need some students to step forward and make better signs. Save and provide receipts for expenditures, even if the expense is a donation.

HP donates money to FIRST based on volunteer hours. Several HP employees tracked their hours and submitted them. As a result, HP donated $1,000 to FIRST last year. They also donated flyers, posters and printed material.

John will be meeting w/ a Corvallis pub schools foundation member in mid September. They are a tax deductable organization, so they can save us money if we can align with them.

Grants that are through the District requires forms that must be filled out before and after. In addition, they will take 5% of the grant amount.

Donor Benefits chart was presented. - It assigns donation levels to benefits. See the table for the donation levels and the 'perqs' that they get.

First Robotics Grant is being applied for: $150,000 avail this year for all of Oregon. $3000 avail for our team, could get $2000 for a new FTC team. We may want to look at getting grants for 3 FTC teams going at the Boys & Girls Club. Application is so simple, even John can do it, but he wouldn't mind some help. Will need to go through District for this grant, with all the paperwork.

Need teacher plan in place in a couple of weeks. Honors program with Kirsch? Kirsch may have a lot on his plate.

Discussed FTC / OSU collaboration. Talked about using grant money to Start 3 FTC teams at boys and Girls club proposed by Will. Application due Sept 23. $2000 avail for each FTC. Maybe 3 FTC kits for B&G club? The student teachers could do the fall working with FTC teams, and the spring with our team. Will is planning to contact Jeff Gunn about FTC. Admin will have to be Jeff and B&G club, not by 955.

Last year FTC tournament coincided with FRC scrimmage. We should check next time to make sure they don't conflict.

We need to start planning the flower sale in late September, early Oct. Are there changes we want in the flower sale next year? Options discussed. This will be a future meeting agenda; we may want a small team to go off and come back with the information (what worked last year, what changes for this year, etc).

6. Handbook update: Mike provided an update of the online handbook. Any time there is an important activity, send a write-up to Mike. He will clean it up, and post it on the web site for future use.

7. Misc:

Need to look earlier next year for second tournament. Seattle, Davis preferred over Vegas. There may be another regional in Eastern WA.

Need flyers for schools registration August 23 and 24, for handouts to interested students.

Jacob set up the BBQ RSVP web site so kids can put their mailing infomation on the list so they can get sign-up information for the fall.

Who has the list from the open house? Briar? Melinda, Cathy, Ginny want to call them.

Melinda is not updating Dan's expenditure spreadsheet, but to keep the format if needed for presentations but just use the line item format from the previous year.

Need mailing addresses for PHRED and CHS to send invoices for last years field construction.

Queued up for next meeting:

Sept 6, - Discuss parent meeting. Melinda has Dennis' list.

2nd Carwash debriefing

Grant update

Future meetings

Late Sept:

- Mentor update
- Flower Sales – team to work on it?