

# MINUTES

## Belmont DRY GRAD Meeting

February 3, 2020 Meeting - Minutes distributed **February 12, 2020**

### In attendance:

Sharon McIntosh, Darlene Tutak, Sydney Tutak, Sharon Fugle, Navya Pottumutu, Jon Bell, Julianna Hill, Wendy Hobbs

Krista Hill - Secretary (ABSENT) - Minutes created based on notes taken by Julianna at Feb 3 meeting

---

### 8:00pm Welcome

Approval of January Minutes

- Move to accept: Sharon
- Second: Jon
- All in favour: All

### Activities/Entertainment: (Krista - Committee Head - ABSENT)

Committee: Navya Pottumutu 268navya@gmail.com

- Went through survey results from students (that was distributed in December)

### PARTYWORKS:

- Committee also agreed? That Partyworks quote is reasonable - Krista Place Order?
- **ACTION ITEM: Krista will confirm with committee via Facebook Group and/or email - based on last years's activity/entertainment budget before ordering (we have other activities, etc outside of Partyworks to still consider) Question: Was the quote more or less last year? Krista will provide this info week of Feb 10**
  - CONFIRMED: we have plug in for El Toro Loco in gym (Jon)
  - Casino: Pay pit boss so we don't have to pay employees or train parents. \*\*\*Krista will update: I believe we have to have a Partyworks pit boss present, we do not have to pay employees for casino specifically (or hire anyone), and parents can be easily trained.
  - No sumo wrestlers - too stinky last year according to Wendy (unless parents can donate)
- **ACTION ITEM: Krista BOOK Partyworks based on results from discussion via Facebook group with committee members the week of February 10**
- **ACTION ITEM: Krista: Hotel accomodations for out of town Partyworks people**
- Led Contest: we entered, awaiting results...
  - **ACTION ITEM: LED CONTEST ONGOING**

Hypnotist, Magician, Henna Artist, Firepits,...:

- **ACTION ITEM:** Navya: Hypnotist/magician (former Belmont Student - graduated 2 years ago)  
*\*Navya will ask him to volunteer or we will pay him*
- **ACTION ITEM:** Navya: looking for a Henna Artist (she knows of 2 people who are very popular)
- Propane firepits: have parents donate for the evening as they are too expensive to buy. How many???

Musical Bingo:

- **ACTION ITEM:** Wendy knows someone for musical bingo (locked down if we want it!)
- Sharon thinks that musical bingo is a good idea because kids like to play games and win prizes.

OTHER Activities/Entertainment:

- **ACTION ITEM:** Krista research providers and costs to provide at next meeting

### Sponsorship/Donation/Fundraising: (SHARON - COMMITTEE COORDINATOR)

Sponsorship/Donations:

- We want to connect with known people/businesses in the community, rather than making cold calls. It is easier and more likely to get sponsorship from people in the community if we have personal connections - **ACTION ITEM:** Sharon will create and send a fundraising blurb email to the grad committee (cc: Jon and Julianna)
- Sponsorship list is available on the google drive
- There is a complete and updated sponsorship letter made for this year, that Sharon has updated since the last meeting. :)
- All of the information regarding sponsorship, who we are asking donations from, lists of people that donated last year, etc... is on google drive.
- Wendy thinks we should change sponsorship levels because the levels are currently too high.
- **ACTION ITEM:** Sharon will send Wendy the password to the Google Drive so that she can make changes and add more connections that she has in the community.
  - Newly agreed upon sponsorship levels:
  - Platinum: \$3000+
  - Gold: 1000+
  - Silver: 500+
  - Bronze: 250+
- **ACTION ITEM:** Sharon is approaching the City (of Langford) the week of Feb 10
- **ACTION ITEM:** Sharon is applying for Langford Co-Op grant (Darlene asked if it is already in motion... **ACTION ITEM:** Jon will ask Pam or Jim about Langford Co-Op)
- **ACTION ITEM:** Sharon Liquor Board (complete?)
- **ACTION ITEM:** We need a place to store all of the prizes (incl a car possibly) Jon - will look for a place in the school; and Wendy - will go to Millstream Storage and see if they will donate a unit

Donating Prizes:

- There is a document to fill in ideas for prizes. This includes places that you think may donate prizes. **If you have any connections please email Sharon** and **ACTION ITEM: ALL add it to the document in the google drive.**
- **ACTION ITEM: Navya will talk to Victoria Flying Club and see if they would donate any prizes, such as tickets to a sightseeing flight**
- Wendy thinks we should change sponsorship levels because the levels are currently too high.

#### Food/Beverage Committee: (Navya and ? - Committee Coordinators)

- See Sharon re: ICE for slushie machine
- QF and delivery and storage will be in Belmont fridges

#### Student Clothing (Darlene: Committee Coordinator)

- Irina counted 91 garment bags in Belmont closet on Feb 11 (posted to Facebook Group)
- Use the garment bags we have, and have students bring their own

#### Decorations, Sound, Lighting (Irina - Committee Coordinator)

- Feb 11 Irina spoke with Jim briefly and he is hoping that this Thursday (Feb13) when they move things around, they might find more stuff in another storage room.
- **ACTION ITEM: Sharon will find a person for Irina to connect with regarding set-up**
- \* Document regarding set up in Google Drive - starts with "Friday Night"

#### Safety (Julianna - Committee Coordinator)

- Bussing from prom to dry grad - Mr. Lamond
- Security company - spoke with Mr. Lamond - the company we used the past few years has been good - use again (In Google Drive - according to Krista)
- Irina (email) **ACTION ITEM - \*Sharon will confirm - police officers volunteering on day of dry grad?**

#### GENERAL:

**ACTION ITEM: Navya Sharon Wendy Treasurer needed ASAP:**

- Navya will talk to her dad
- Sharon had someone in mind in Sooke...
- Wendy will ask Sarah Blackstock?
- OTHER???

**ACTION ITEM:** Jon draft letter of requests for parents - TARGETTED EMAIL to Grade 11 and 12 parents  
- also have Jim share on Belmont App

- JOIN Dry Grad Committee (need volunteers)
- Will need volunteers for set-up/take down and the evening of... but planning requires volunteers too
- Donations?
- Connections for fundraising? Sponsorships?
- Propane firepits (see activities/entertainment)
- Sumo suits?

**ACTION ITEM:** Jon Google Drive

- Password and username to Google Drive will be sent in same email as minutes (or the same day/week as minutes)
- Ensure everyone can login without verifying ownership of Google Drive Account (from a new device) to an unknown phone number
- Everything was transferred from the old drive to the new - Sharon organized it

**ACTION ITEM:** Jon will talk to Jim about possibly having prom end an hour earlier. (at 10pm)

- Wendy said that she knows many people that would rather come back to the school at 10pm. After a long day, many people last year wished that prom ended earlier.
- Sharon added that this year since we have school before our prom, kids will be up early and out late so it will make for a long day.

**ACTION ITEM:** Julianna/Jon/others Advertising/ Communication

- Dry Grad Instagram
- Dry Grad Facebook Page/group
- Follow school Dry Grad email account and disperse to committee heads as required Jon

**ACTION ITEM:** Set up Sign-Up Genius?? Jon

- When distributing volunteer request, fundraising and sponsorship requests to ALL grade 11 and 12 parents... did we not decide this would be the easiest way?

8:53pm

Adjournment