

Item	Notes	Action	Owner
Team Advisor			
Budget	<p>\$19887 – balance Received \$250 dollars for doers Trivedi gave \$250</p> <p>Costs: Bought tools, equipment & parts Bought 2 tables and 24 chairs \$70 for supplies for dinners</p> <p>Christine bought 2 licenses for \$894; student price and tax free. Christine will provide Lorraine with the information for reimbursement</p>		Lorraine
Grants	Herb working on Microsoft & Rotoclip		
Clean up	Fred wanted to know if the \$ came		Fred
Concessions	<p>Thursday night 25 (pizza) Friday night, 25 (hot) Saturday 80: B (cont.) L, S & D Sunday 80: B (cont.) L, S & D</p> <p>MAR March 25th – March 27th</p> <p>Do we want to provide food for the workers? Told Herb – we will get back to him by the end of the week.</p> <p>Last year made \$4380</p>	<p>Myles will talk to caterer and get back to Herb. Will need an invoice by Jan. 27th</p> <p>Diane will talk to Machios about getting the extra cafeteria</p> <p>Pam is looking into getting a pizza place; Her</p>	Diane Myles

	<p>MAR has requested sandwiches/salads/bagels Snacks and different on Sunday 80 volunteers planned /ordered ahead of time costs us \$500 to rent the kitchen have to pay a person from the food service to work</p> <p>Maybe find a caterer and book it as a plan B; or we will try to do it ourselves and make more \$</p> <p>& a little one on April 18th – little one</p>	<p>husband will do the running.</p>	
<p>Digital Media</p>			
<p>Travel</p>	<p>Flights 270 – 50 seats 295 - 20 – 21st out evening 26th home</p> <p>66 seats blocked out – 20 extra for parents. Needs deposit for \$2950 by the end of the 16th</p> <p>Herb said that MAR would most likely be able to sell them for us.</p> <p>4/22 through the 26th March 9th. full amount due</p> <p>change name up to 72 hours before</p> <p>Bus is at least \$10,000 to \$12,500 Versus 13440 for plane</p> <p>We need a nurse per Lauren; school funds may cover.</p>		<p>Pam</p>

	<p>Hotel: Further out from center city is cheaper and would need a bus to travel</p> <p>Bus Pro: Cheaper Less hotel All together</p> <p>Bus con Leave on 21st Leave Saturday night</p> <p>Plane pro: Leave on the 21st Faster Fly out early on Sunday Kids not tired when they get there One flight</p> <p>Plane con: More money</p> <p>16 seats for parents on the</p> <p>Hyatt at the Arch – pay first night up front. \$215 to Pam; \$169 to Lauren; Pam can't book it for the rooms. Pay first night by April 1st. \$3600</p> <p>NY Tech – Lauren reserved these rooms</p>		
Procurement	<p>Info in Budget</p> <p>Button Maker for MAR event \$329 - Christine. She will check with Art teacher.</p>		
Event Calendar			
Team Captains	Christine starting to sell ads for MAR		

	<p>event. Going to senior center. Working on having an outreach event every month.</p>		
Old Business	<p>Advisor stipend – there was discussions with principal and superintendent. Christine Cai is working with Dr. Morell to get funding for both advisor and support.</p> <p>Follow-up: Christine is still following up</p>		
New Business	<p><i>Succession planning for next year</i></p> <p><i>- Discussion of school \$ versus FIRST versus RAMP.</i></p> <p><i>Allocate \$ fairly, objective and transparent to all team members. May have more kids than can go on the trips. How should \$ be spent?</i></p> <p><i>If needed, can we get more than 1 school bus to travel to those locations?</i></p> <p><i>The 2 district events – everyone on the team will go.</i></p> <p><i>The NY trip will be different. Guidelines for travel will be announced Jan. 5th.</i></p> <p><i>Objective & Transparent criteria as far as who is going to St. Louis and when</i></p> <p><i>Last year there was 37 students who went to St. Louis.</i></p> <p><i>Superintendent is requiring people to get a background check to be considered a ‘responsible’ adult.</i></p>	<p><i>Publish guidelines so that everyone understands what is expected. - DONE</i></p> <p><i>Vote next time on spending \$450 for additional background checks for Jeff Steele, Mike Scott and Ed Schueler - DONE</i></p> <p><i>Put the bylaws for the team on the website so everyone can know.</i></p>	

	<i>Keep items transparent and objective. Kids knowing up front how they go on trips & how certain people get to be leaders - DONE</i>		
New business - January	Approve \$ for button maker Approve \$ for nurse		
	Need a nominating committee; Francine will help in this – announce at general meeting.		
	At next general meeting – announce help for extra help for concessions		
	Parents bring individuals snacks for the days that aren't dinners. Send them an email to send snacks. Feed them before they come on Saturday.		Linda
	Treasury responsibility of RAMP credit cards: currently Lauren is using it. Do we want Lauren to have a card to spend \$? Get a card for Ed Schueler – and then Lauren will stop using the card.		Lorraine
	Restaurant Depot card		Lorraine
	NY Tech trip Are we going to use RAMP \$ for any dinners? Yes. See what's available.		