

School District 62 Foundation Minutes
January 23, 2007

The January 23rd meeting of the School District 62 Foundation Board came to order at 3:35 p.m. at Grazie! Ristorante and Banquets. Members present: Dave Bills (DB), Stephanie Duckman (SD), Sally Garcia-Fernandez, Nick Mitchell (NM), Betty Murphy (BM), Sherrill Snyder (SS), Marcy Vedral (MV), Mindy Ward (MW).

February 2 District 62 Comedy Review Benefit:

-Table Assignments: DP indicated that most reservations have had a seating preference listed on them; we'll put together the final seating arrangement a few days before the event. To date 166 reservations have been received.

-Area Set-Up: The check-in/check-out area will be in the hall as well as all Pick and Choose Raffle items and some Silent Auction items. Sports Memorabilia and the remainder of the Silent Auction items will be in the banquet room as well as a stage set up for the performers.

-Reservations Still Open: MW will put out a notice that reservations are still being taken since we can seat 300.

-Program: The content and design of the program were discussed. DP will bring a proof to our next meeting. DP needs any additions to the program ASAP but at least by Thursday, February 1.

-Intangible Silent Auction Items: A display format needs to be created for each of the intangible silent auction items to convey its details in an inviting manner. MW suggested contacting Matt Fuller at the Ad Center if help is needed with these items.

-Schedule for the Evening's Activities:

6:00 p.m.	Reception – Cash Bar – Silent Auction – Raffle Ticket Sales
7:30 p.m.	Dinner – Raffle Prizes
8:55 p.m.	50/50 Raffle Prize
9:00 p.m.	Chicago Comedy Company
10:10 p.m.	Silent Auction "A" Closes
10:15 p.m.	Silent Auction "B" Closes
10:20 p.m.	Silent Auction "C" Closes

-Sports Memorabilia: We chose 15 items to include in the silent auction for section "A".

-Wish List for Teachers: BM has been receiving wish lists and has come across a few items needing review before our posting of coupons at the event.

-Mini-Grant Display: Two or three panels will be used to show photos, posters etc. from mini-grants already completed.

-Names to Receive Recognition: DB stated that as emcee he will need a list of those to be recognized. It was agreed that in most cases groups, rather than individuals, would be asked to stand in recognition.

-Place Cards: MW will make place cards, and they will be set up alphabetically on the check-in table.

-Next Meeting: The next meeting will be to sort donations, proof programs, and work on seating and will be held at the home of Maxine Hubbard on Tuesday, January 30, at 1:00 p.m.

The meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Sherrill Snyder
Secretary