

KMHS NJROTC CPO BOARD MEETING

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KMHS NJROTC CPO BOARD MEETING

CPO BOARD MEETING	Date: 07/26/2010 Time: 7:00PM-9:45PM Location: Fernandez Home
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Attendees:	Fernandez, Charles; Wagner, Rob; French, Holly; Cardona, Patty; Cardona, Brandon; Cowan, Chris; Fernandez, Chris; Baker, Stewart; King, Sean
Facilitator:	Gil Navarro
Recorder:	Fernandez, Vanessa

Agenda & Notes

Topic	Notes
Opening	<ul style="list-style-type: none"> • Greetings • Discussed lack of turnover from previous board • Discussed any unfinished business from previous school year. • Ways to create better communication with the cadets and parents? • Meet and greet after CPO meetings to get more interaction with the parents. • Informal breakout sessions at the end of the meetings.
Family Picnic	<ul style="list-style-type: none"> • Captain King reserved the Navy site at Lake Allatoona. <ul style="list-style-type: none"> ○ The site has many accommodations such as canopy, bathhouse, laundry, boating, fishing, swimming, game room, playground, picnic areas. • The site is located on the far side of the Lake on the left. • We are anticipating a total of approximately 100 + people including cadets and parents. • Captain King spoke with the commander from Hill Grove High School and provided him Gil Navarro's number to discuss submitting a donation to help off-set costs for the event. • Money was collected for Freshman camp. <ul style="list-style-type: none"> ○ \$5.00 for Staff ○ \$30.00 for Freshman ○ These prices include a Marine T-Shirt. • Captain King will get an exact headcount by July 27, 2010. • Someone must check the inventory in the supply closet to see what can be used for the family picnic. • Stewart Baker will get a few cadets to help with the set-up at the Navy site for the picnic. • The cadets will arrive at 1300 hours from the orienting meet to the Allatoona site.
Fundraiser	<ul style="list-style-type: none"> • The board discussed concerns about not having a Fundraising coordinator. • Due to the lack of a coordinator it will not be possible for KMHS NJROTC to participate in any Dome Events. • The training requirements were not communicated to the board concerning the Dome. • There were a couple of names that were mentioned to take over as Fundraiser Coordinator. • It was suggested that each fund raising event have a co-leader so not one person is burden with trying to run the events. • It was also suggested that the fund raising events be announced a head of time to try to get parent participation.

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	<ul style="list-style-type: none"> • Captain King will set up a meeting with a representative concerning Cheesecake sales. (End of August) • Encore will be the company that will be used this year for the cheesecakes. • Next year Captain King will research using other companies for the cheesecake sales. • We would also like the parents input on other fund raiser ideas. • Captain King knows of someone that sales Salsa which can be customized with the NJROTC logo. • Need to raise between \$11,000 to \$15,000 per year <ul style="list-style-type: none"> ○ This may change dependent on activity fees raised during the first semester. • Sale Krispy Kreme coupons (pure profit). • Suggested that cadets from each team have their own fundraising goal to help supplement their cost for trips or meets. • Need to have someone take up the Sponsor coordinator position. • More suggestions for the Silent Auction and 50/50 raffles. (October & March) • See if cadets can get more clean-up jobs after football and lacrosse games.
Treasurer Report	<ul style="list-style-type: none"> • Currently sitting at \$10,500 in the bank account. • Discussed looking at ways to save money. <ul style="list-style-type: none"> ○ Instead of renting a van for meets have parents volunteer to drive the cadets. ○ The parents will be reimbursed for gas.
Spirit wear	<ul style="list-style-type: none"> • The board decided to not use Tricia this year for spirit wear. • Holly French will remove any references to Tricia's links from the NJROTC website. • Holly will change the password for the website and redesign the site with Board input. • Captain King will start using Google Calendar for any cadet events or meetings. • Gunny has been reviewing different vendors to get the best deal on cadet gear. • Purchase a banner to place on the NJROTC tent. •
Trailer	<ul style="list-style-type: none"> • There was some confusion at the end of last term about the process for purchasing a trailer. • Some members of the board are going to go get viable quotes for the trailer on August 7, 2010. • Cadets in uniform will also go along to look at trailer. • Trailer quotes and any other information will be presented at the first board meeting to get parent by in for the purchase of the trailer. • A majority of 50 +1 must be had by Tier 1 parents to vote on the trailer.
Trips	<ul style="list-style-type: none"> • There were some issues last year with bounced checks from cadets going on field trips. • All checks will be deposited ten business days before a trip to ensure that the checks do not bounce. • Only Tier 1 cadets will be allowed to go on field trips.
Future Business	<ul style="list-style-type: none"> • Discuss changing the by-laws to get a better understanding of section 2.9.

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Action Items (open & recently completed)					
No.	Responsible	Action	Date Assigned	Due Date	Status
1	Gil Navarro	Get pictures to put on the NJROTC website	July 26, 2010	ASAP	Open
2	Holly French	Change website password	July 26, 2010	ASAP	Open
3	Holly French	Redesign the NJROTC website	July 26, 2010	ASAP	Open
4	Gil Navarro, Chuck Fernandez, Brandon Cardona	Trailer Search	July 26, 2010	August 7, 2010	Open
5	Board Members	Follow-up meeting (6:00 PM)	July 26, 2010	August 4, 2010	Open

KMHS NJROTC CPO BOARD MEETING

Follow Up Meeting	Date: August 4, 2010 Time: 6:00pm – 7:00pm Location: Kennesaw Mountain High Capt. King’s Classroom
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Attendees:	Navarro, Gil; Fernandez, Charles; Wagner, Rob; Reed, Kris; Cheatham, Paula; King, Sean; French, Holly; Fernandez, Christiani
Facilitator:	Navarro, Gil
Recorder:	Fernandez, Vanessa

Agenda & Notes

Topic	Notes
Scholarships	<ul style="list-style-type: none"> • Board discussed scholarships and how they are determined. <ul style="list-style-type: none"> ○ Need to set-up a scholarship Committee which should consist of (Captain King, Treasurer, One Cadet Parent, One other board member) if there is a tie than the President makes the final decision.
Order of the Meeting	<ul style="list-style-type: none"> • Gil wanted to know the scheduled line-up of the first CPO General meeting.
Fundraising	<ul style="list-style-type: none"> • Kris Reed volunteered to head the Fund Raising Committee • Paula Cheatham will assist Kris and other committees as needed. • There is a possibility that the NJROTC unit will be able to participate in the Dome Events. <ul style="list-style-type: none"> ○ Kris Reed was going to contact Eric at the Dome to see what is required for the unit to work at the Dome. • Board discussed what type of incentives we can offer the parents and students of the unit to get them to participate in the Dome events. <ul style="list-style-type: none"> ○ If a parent completes all ten dome events than that family will get a full refund on their Activity fees. ○ It was suggested that if a cadet participated in the Dome events than they would receive either a Six Flags Season Pass or a Gift Card with a equivalent value to a store of the cadets choice. ○ To receive a booth and a bar cart at a dome event than the unit would need to provide at least 18 people. It would be broken down by having 8 parents, 5 runners, 3 bar cart, 3 people for the back(2 cooks, 1 inventory) • A sign- up sheet will be presented at the first meeting to get volunteers for the dome events.
Forms/Sign Up Sheets	<ul style="list-style-type: none"> • Need to try and get as many parents to sign the Family Information Form • Chuck has created the Family Information Form into a pdf. file that can be filled out on-line. <ul style="list-style-type: none"> ○ Captain King will log into the computers in the Media Centers so that we can get parents to sign their forms at the first meeting.
Teams	<ul style="list-style-type: none"> • There are still open positions on some of the committees. <ul style="list-style-type: none"> ○ Parent Team Lead – Open ○ Sponsorship Team Lead - Open
Spirit Wear	<ul style="list-style-type: none"> • The Board made the decision that Spirit Wear is not ready to be sold to the general public. <ul style="list-style-type: none"> ○ The unit is using a new vendor and they have not been queried about creating the Spirit wear for the unit. ○ The Spirit wear will be discussed at the first general meeting but no orders will be

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	taken until the next All Hands CPO General Meeting.
Chicken Dinner	<ul style="list-style-type: none"> • The First CPO meeting will be a provide Chicken as a meal. <ul style="list-style-type: none"> ○ The Treasurer will buy the chicken from Big Chix as was done last year. ○ He will be purchasing 300 pieces of chicken. ○ The cadets will be providing the accompaniments. ○ The freshman cadets will bring side dishes ○ The Sophomores will bring deserts ○ The Junior and Seniors will bring in salads. ○ The CPO Board will provide the drinks (Tea, Water and Coffee)
Trailer	<ul style="list-style-type: none"> • Gil, Chuck and some of the cadets will go trailer hunting on August 7, 2010. • The group will meet at Kennesaw Mountain High on Saturday at 10:00am. • Gil, Chuck and the cadets will look at trailer locations throughout Marietta.
Breakout Groups	<ul style="list-style-type: none"> • Each committee with have a break out section at the meeting to discuss their particular job.
IRS	<ul style="list-style-type: none"> • Treasurer discussed IRS compliance check. <ul style="list-style-type: none"> ○ Explained what the IRS was looking for and what he would have to complete to meet the compliance check.

Action Items (open & recently completed)					
No.	Responsible	Action	Date Assigned	Due Date	Status
1	Chuck Fernandez	Send Captain King Family Info Form	08/04/2010	08/07/2010	Open
2	Holly French	Create signs for the CPO Meeting	08/04/2010	08/17/2010	Open
3	Christiani Fernandez	Set up signs, Booster Club meeting signs, cones at the meeting	08/04/2010	08/07/2010	Open

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KMHS Board Meeting		Date: September 16, 2010 Time: 6:30pm – 8:00pm Location: Kennesaw Mountain High Capt. King’s Classroom
Attendees:	Fernandez, Chuck; Smith, Lyndon; Navarro, Gil; Reed, Kristin; Wagner, Rob; French, Holly	
Facilitator:	Navarro, Gil	
Recorder:	Fernandez, Vanessa	
Agenda & Notes		
Topic	Notes	
Trailer	<ul style="list-style-type: none"> • Discussed what was required to get the trailer ready to be used by NJROTC. • Treasurer stated that there were certain items needed to maintain the trailer <ul style="list-style-type: none"> ○ buy a tire, ○ Tire Jack, ○ Lug wrench • The trailer still needs to be inspected before it is ready for use. • It has to be dropped off at the Cobb County Bus Terminal for the inspection • The trailer will not be ready for the Union Grove drill meet. • Cadet Cardona has come up with a plan for building out the trailer. • Holly French suggested making a list of all the items that need to go into the trailer to ensure all the items fit properly with plenty of room to spare. 	
Committee Parents	<ul style="list-style-type: none"> • Need more parent participation to come out for the drill meets and other activities. • Need to ensure that the cadets are telling their parents about the field meets, drill meets, rifle matches and orienteering meets. • Captain King needs to committee of parents to help head up the Mountain Madness Orienteering Meet. • Discussed the Hospitality Committee taking over purchasing the snacks for the drill meets. • Ask TeraLee Fair if she would be the Drill Mom in charge of getting the cadets ready for the sanctioned drill meets. • Ask Scott Starnes if he would bring his grill to the drill meets to get the parents involved with doing some tailgating at the drill meets. • Need to get more parents to help with the Football cleanup for Home games. 	
Fundraisers	<ul style="list-style-type: none"> • The cadets sell \$11,000 worth of products during the cheesecake fundraiser. • We will be changing the date of the silent auction from October to March to give the parents and cadets more time to come up with items for the silent auction. • Kristin Reed came up with an idea of inviting outside individuals not associated with NJROTC to come to the auction. • There may be a problem with that due to the laws in Cobb County concerning Raffles and large fundraising events. • Need to come up with more ideas for fundraising to make up for the short fall of not doing any Georgia Dome events. 	

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Communications	<ul style="list-style-type: none"> Gill has a list of 90 names and email address to try and contact the parents. The problem is that not all of the information is legible when trying to read names and email address to try and send out correspondence to the cadet parents. Chuck has a list of cadet information for all the cadets that have paid their dues. Vanessa will ask Captain King to provide a master list with all of the cadets names and email address.
Budget	<ul style="list-style-type: none"> There was never a proper turnover concerning budget items for the new CPO board. Chuck presented a Profit & Loss statement to get a general idea of the cost of running the program. Need to have a budget meeting to go over the budget meeting for the new CPO fiscal year. Still waiting on \$5,000 dollars in Navy Funds that was mistakenly claimed by Kennesaw Mountain High as their own.
Scholarship Committee	<ul style="list-style-type: none"> A scholarship committee was formed to preside over NJROTC scholarships to be awarded to cadets that present a financial need. The committee members will be Gunny Smith/Captain King, Kristin Reed, Holly French and Chuck Fernandez. One scholarship was awarded on the spot to a cadet that showed a dire need for the scholarship.

Action Items (open & recently completed)

No.	Responsible	Action	Date Assigned	Due Date	Status
	Chuck Fernandez	Prepare Budget information for meeting	09/16/2010	10/04/10	Open
	Vanessa Fernandez	Contact Captain about get a list of cadets from JUMS	09/16/2010	09/17/2010	complete
	Vanessa Fernandez	Contact TeraLee Fair about being the Drill Mom	09/16/2010	ASAP	complete
	Vanessa Fernandez	Contact Scott Starnes about bring his drill to the drill meets	09/16/2010	ASAP	complete
	Rob Wagner	Get more parents to help with football cleanup	09/16/2010	ASAP	Open
	Holly French	Get a compiled list of all cadet parent information	09/16/2010	ASAP	Open
	Kristin Reed	Try to come up with more fundraising activities	09/16/2010	ASAP	Open

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CPO Board Meeting		Date: October 19, 2010 Time: 6:00pm – 7:00pm Location: Kennesaw Mountain High Cafeteria
Attendees:	NJROTC Cadets and Parents	
Facilitator:	Navarro, Gil, Fernandez, Chuck; Smith, Lyndon; King, Sean	
Recorder:	Fernandez, Vanessa	
Agenda & Notes		
Topic	Notes	
Activity Fees	<ul style="list-style-type: none"> • 80 % of cadet activity fees have been paid as of 10/03/2010 • Discussed the breakdown of the activity fees at the CPO General meeting • Discussed what is not covered by the activity fees 	
Cheesecakes	<ul style="list-style-type: none"> • The cheesecakes were picked up at the meeting. 	
Budget	<ul style="list-style-type: none"> • Went over the budget for the parents to show where the cadets fees are being spent. 	
Communication	<ul style="list-style-type: none"> • Asked the parents to provide email addresses and phone numbers for the email blasts. 	
Volunteers	<ul style="list-style-type: none"> • Gunny Smith asked for volunteers for the Camp Lejeune Field trip. • Discussed the cost for the Regional Field meet in Jacksonville, FL. • Need to more parents to volunteer to stay after school for Rifle, Drill and Orienteering. 	
Fundraising	<ul style="list-style-type: none"> • Need to think of Fundraising ideas to help supplement the cost of the trip to Jacksonville for the Regional Drill meet. • Will be holding a Silent Auction in February or March. 	

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Follow Up Meeting		Date: November 18 2010 Time: 6:00pm – 7:00pm Location: Kennesaw Mountain High Capt. King’s Classroom
Attendees:	Gil, Chuck, Rob, Patty C., Jodi, Capt. King	
Facilitator:		
Recorder:		
Agenda & Notes		
Topic	Notes	
Military Ball	This meeting focused on the military ball pricing and estimated expenses	
	Ticket prices set are \$35each for Tier 1 and 2 and \$50 for all others	
	Alatoona HS ROTC would pay \$50 each	
	Agreed that the December Meeting would be at Embassy Suites to do a walk through of the area	
AMI	Everything is set to go and food will be provided by Shane’s Rib Shack.	

Action Items (open & recently completed)					
No.	Responsible	Action	Date Assigned	Due Date	Status

KMHS NJROTC CPO BOARD MEETING

Follow Up Meeting		Date: December 2010 Time: 6:00pm – 7:00pm Location: Embassy Suites Hotel
Attendees:	Gil, Chuck, Patty C., Jodi, Ms. Fick, Mr. Rose	
Facilitator:		
Recorder:		
Agenda & Notes		
Topic	Notes	
Military Ball	Was decided that we would get a 3 rd meeting room to accommodate the size of the dance floor and buffet line.	
	We will be getting one room for gunny	
	Finalized menu options for the buffet	

Action Items (open & recently completed)					
No.	Responsible	Action	Date Assigned	Due Date	Status

KMHS NJROTC CPO BOARD MEETING

January CPO Board Meeting		Date: January 18, 2010 Time: 6:00pm – 8:30pm Location: Kennesaw Mountain High Cafeteria
Attendees:	CPO Board, Parents and Students	
Facilitator:	CPO Board, Capt. King and Gunnery Sgt. Smith	
Recorder:	Fernandez, Vanessa	
Agenda & Notes		
Topic	Notes	
Announcements	<ul style="list-style-type: none"> • Open Announcements • Presentation of the Colors • Prayer • Dinner (Chili) • Go over the blog contents 	
Military Ball	<ul style="list-style-type: none"> • 2 Weeks until the Military Ball (Feb. 5th) • Ms. Fick in charge of Military Ball • \$50 dollars for cadets (not paid dues) • \$35 dollars for cadets(paid dues) <p>Formal invitations will be sent out when tickets are paid</p>	
Hawaii Trip	<ul style="list-style-type: none"> • 2 Weeks after the ball (Hawaii Field Trip) • Cost \$199 (per cadet) • \$50 deposit (due Feb 1st) 	
Drill Meet	<ul style="list-style-type: none"> • Kennesaw Mountain Top 5 in the region out of 63 schools • Need parent participation to make the teams great • Tuesday and Thursday Athletics (6:00am) Drill (until 6:00pm) • 7 weeks until regional drill meet 	
Silent Auction	<ul style="list-style-type: none"> • 50/50 Silent Auction • Freshman, Sophomore, Junior and Senior representatives for fundraisers • Feb 15th, 2011 date of Event • Car Wash (January 22, 2011) Cuppy’s Coffee Shop 	
Executive Board	<p>Meeting Schedule (Monday January 24, 2011)</p> <p>Nominating committee (March)</p> <p>3 Parents needed for nominating committee</p>	

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Emergency CPO Board Meeting		Date: January 24, 2011 Time: 6:30pm – 8:45pm Location: Daily Grind
Attendees:	Page, Jodi; Navarro, Gil; Wagner, Rob; Capt. King; Reed; Kris, French, Holly; Fernandez, Chuck	
Facilitator:	Navarro, Gil	
Recorder:	Fernandez, Vanessa	
Agenda & Notes		
Topic	Notes	
Fund Raising Ideas	<ul style="list-style-type: none"> • Holly will research comedians for the Dinner/Silent Auction night • \$1300 dollars was raised at the cadet car wash at Cuppy’s • There will be another car wash on January 29, 2011 (9-4) need 4 to 5 parents • JD Trotter is the cadet liaison for the car wash • Dinner/Silent Auction has been moved to April 16, 2011 	
Regional Drill Meet	<ul style="list-style-type: none"> ○ Deposit \$1725 ○ \$2900 Bus for 2 nights ○ \$1950 deposit for the Hampton Inn Hotel in Jacksonville, FL ○ Food will not be provided at the Drill meet (cadets must provide own food) ○ Research purchasing a grill for the drill meets 	
Advertising	<ul style="list-style-type: none"> • Contact Local Rotary Clubs • Chuck will contact the local news stations to try to get the cadets some exposure 	

KMHS NJROTC CPO BOARD MEETING

CPO Executive Board Meeting		Date: February 18, 2011 Time: 7:00pm Location: Daily Grind
Attendees:	Navarro, Gil; Fernandez, Christiani; Baker; Stewart; Page; Jodi; Reed; Kristen; Wagner, Rob; French; Holly; King, Sean;	
Facilitator:	Navarro, Gil	
Recorder:	Fernandez, Vanessa	

Agenda & Notes

Topic	Notes
Financial Statement	<ul style="list-style-type: none"> • CPO is still waiting on money for football clean up • Captain King filed a claim for reimbursement for cleaners costs • Car Wash money was included in the prior statement • Awards banquet costs still pending (\$2200.00) <ul style="list-style-type: none"> ○ May have the banquet at the Navy lodge • There were some concerns about the costs of the military ball after the event <ul style="list-style-type: none"> ○ 3 locations were suggested for the Military Ball ○ Originally was going to cost \$50 per ticket ○ Cost changed did not want to put extra cost burden on cadets • Need to have at least \$7,000.00 for next fiscal year (June 2011)
Regional Drill Meet	<ul style="list-style-type: none"> • Discussed the regional drill meet • Actual cost have not been determined • Suggested a total of 25 rooms for cadets and chaperones • Need costs to the CPO
Fundraising	<ul style="list-style-type: none"> • Car washes have been a successful way to raise funds for the cadets • There have been too many parents at the car <ul style="list-style-type: none"> ○ Suggestion 2 parents every two hours • Kris has been checking with local businesses to see if future car washes can be held • Cuppy's has been the location for previous fundraisers not enough exposure • Waffle house on Whitlock Ave may hold a car wash for the cadets • Kris is waiting to hear back from the manager at Sonic on 41. • Kris needs to find a parent to run the car washes(Baker) • Kris present some BOGO card options <ul style="list-style-type: none"> ○ Some of the board members had concerns due to previous issues with cards ○ Cadets would have sell a minimum of six cards ○ Could sell 8 without a guarantee of commitment • Silent Auction <ul style="list-style-type: none"> ○ 3 choices for food(Mexican, Barbeque, Old Town Tavern) ○ Holly is still working on trying to get entertainment for the silent auction • Suggestion of Sponsorship for the trailer

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	<ul style="list-style-type: none">○ Small magnet \$250○ Medium magnet \$500○ Large magnet \$1,000 or more
Communications	<ul style="list-style-type: none">● Holly came up with several ways to improve communications<ul style="list-style-type: none">○ Blast○ Blog○ Newsletter● May need other ways to communicate with the parents
Hospitality	<ul style="list-style-type: none">● Desert meeting is on March 15th (Jodi)

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CPO General Board Dessert Meeting		Date: March 15, 2011 Time: 6:30pm – 8:30pm Location: KMHS Cafeteria
Attendees:	General Board Members	
Facilitator:	Navarro, Gil; King, Sean	
Recorder:	Fernandez, Vanessa	
Agenda & Notes		
Topic	Notes	
Opening Announcements	<ul style="list-style-type: none"> • Welcomed the parents to the Dessert CPO Board Meeting 	
Presentation of Colors	<ul style="list-style-type: none"> • Cadets Baker, Cheatham, Calvacilla, Waller did present of colors (Pledge of Allegiance) • Prayer (Cadet Ellis) 	
Capt. Sean King	<ul style="list-style-type: none"> • General discussion about the KMHS NJROTC program <ul style="list-style-type: none"> ○ Introduction of Cmdr. Frank Campbell ○ Showed short film and discussed the Navy League <ul style="list-style-type: none"> ▪ Supports Marines, Navy, Coast Guard and Merchant Marines ▪ Encouraged the cadets and parents to get more involved 	
Demonstration	<ul style="list-style-type: none"> • Demonstration from the Unarmed Exhibition Team 	
Fundraising	<ul style="list-style-type: none"> • Discussed Spaghetti Dinner scheduled for April 30th <ul style="list-style-type: none"> ○ Lost Mountain Kiwanis Club will be cooking and serving the food ○ Kiwanis Club will also be selling tickets • Old Towne Tavern put in a request to Sysco to donate food • Dinner will be held in the KMHS cafeteria • Need donation items for the Auction • 2 items with a value equal to \$125.00 or more • Need a parent from each grade to volunteer to help • Need cadets to help with set-up and clean-up • Parent had question about a flyer to take to local business concerning auction. • There is a corporate donation letter on the blog to take to businesses • 10 tickets per cadet to sell <ul style="list-style-type: none"> ○ Goal is to raise \$10,000 ○ Attendees to the Auction(parents/cadets) must buy a ticket 	
Treasurer Report	<ul style="list-style-type: none"> • Operating in the black • \$3400.00 • Still have some outstanding items <ul style="list-style-type: none"> ○ NS-1 Drill Meet ○ Brain Brawl ○ Awards Banquet • Program needs between \$11,000-\$15,000 to operate the program during the year and 	

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	<p>over the summer.</p> <ul style="list-style-type: none"> • Suggesting Parents cooking for the Awards Banquet to cut down on expenses • A great many parents agreed to that suggestion.
Trailer Sponsorship	<ul style="list-style-type: none"> • Suggested Sponsorship levels for the Trailer <ul style="list-style-type: none"> ○ \$250 bumper sticker size magnet ○ \$500 door size magnet • Renewable June 1st of every year • Items that cannot be displayed on the trailer <ul style="list-style-type: none"> ○ alcohol ○ tobacco ○ firearms
Committee for Board Selection	<ul style="list-style-type: none"> • Committee was established to select board members for the next school year • Need to have another meeting for the selectees to agree to the appointment

CPO Board Meeting	Date: April 19th, 2011 Time: 6:30 to 8:00pm Location: Kennesaw Mountain Cafeteria
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Attendees:	Holly French, Steward Baker, Chuck Fernandez, Vanessa Fernandez, Rob Wagner, Jake Wagner, Sean King, Cadwaller, Stephen Reed, Zach Synder, Mrs. Baker
Facilitator:	Gil Navarro
Recorder:	Vanessa Fernandez

Agenda & Notes

Topic	Notes
New Board Nominations	<ul style="list-style-type: none"> • Rob Wagner – President • TerraLee Fair – Vice President • Chuck Fernandez – Tresasurer • Vanessa Fernandez - Secretary
Committees:	<ul style="list-style-type: none"> • Tom Rose – Teams • Paula Cheatham – Hospitality • Rifle: Cadwaller • Beverly Daniels and Petey has volunteered to help on one of the committees.
Rifle Camp	<ul style="list-style-type: none"> • \$321.00 for Gunny’s Room • Gunny wants CPO to pay for the last meal for the cadets (night before)
Navy League Dinner	<ul style="list-style-type: none"> • \$30 dollars per person
Summer Car Washes	<ul style="list-style-type: none"> • Need to have summer car washes • May 14th Car Wash Cuppy’s 9:00am to 4:00pm • Fernandez and Whiterwax will be first team for parent volunteer
Awards Dinner	<ul style="list-style-type: none"> • Cafeteria will be used for the Awards Dinner • \$5.00 dollars for the dinner • Shane’s Rib Shack or BarBCutie will provide the food • \$750.00 budget for food •
Leadership Academy	<ul style="list-style-type: none"> • 3 slots available for Leadership • CPO is supplementing the cost by given each cadet \$75 towards cost.
Auction	<ul style="list-style-type: none"> • Capt. King to find out how much it will cost to rent the cafeteria from the school district • Need set up and tear down teams for the auction and dinner • Need 6 parents for checkout (Susan Baker) • 4 cadets • Auction is from 5pm to 9pm • Decorating will start at 12:00pm. Need cadets early for that • Rest of cadets should start arriving at 2:00pm.

	<ul style="list-style-type: none"> • 50/50 Raffle Tickets • Live Auction from 8:00pm to 9:00pm • Silent Auction will stop at 7:45pm • Bid Slips will be 3 digit numbers • Everyone must bring a dessert or fruit
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Action Items (open & recently completed)					
No.	Responsible	Action	Date Assigned	Due Date	Status
1.					
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6.					