Safe & Sane
Pre-Meeting - August 19, 2019 Urbana Library 7PM

Attendees:
Jane Price, Cindy Kurak (President), Teresa Reefe (VP), Wendy Miller (Treasurer), Christine Hawk (Secretary), Karen Calabrese (ornaments), Debbie Rosmarin (raffle), Della Laster (t-shirts),

- **Event Times**
  - When graduation was in evening, Safe & Sane was from 10 PM- 5 AM
  - Historically it started at 9 PM because graduation was earlier in day, but always ended at 5 AM.
  - We discussed ending at 4 AM, but could be a problem for parents picking up.
  - Voted to start at 9 pm, end at 5 am, and doors close at 12.
    - *(following meeting, discussed closing doors at 11 instead…. need to discuss further)*

- **Survey Results**
  - 19 kids responded
  - mixed results. (too short, too long, just right).

- **Registration**
  - Decided to change Fees to
    - early bird $45 through Oct 31,
    - $50 through Dec 31,
    - $65 through April 30,
    - $100 through at the door, June 4
  - Discussed whether to do Online registration, Stick with Paper, Or both?
  - It was suggested we could use free website for on-line. Limited space, need to worry about waiver. Could use link to waiver, check box.
  - Decided to do hybrid — Use paper until December then add on-line (pay pal charges 2% fee).
  - Mailing gives opportunity to distribute raffle tickets.
    - *Update: On-line registration up and running.*

- **Fall Raffle**
  - Discussed plan for stuffing envelopes & getting volunteers
- Teresa will give large and small envelopes & raffle box to Debbie
- Debbie placed order for letter and raffle.
- Bulk mail — they have been run (done). Then need to be “stuffed”.
  - Need total for labels….give labels to Renee (principal secretary) after school start with batch for seniors then others.
  - In envelope, raffle letter and raffle tickets….. only seniors get registration form (pdf) plus T-shirt form. Small return envelope for everyone.

**PO Box & UHS mailboxes** - who will check for registrations & raffle tickets?
- Jane Price will check when at school volunteering

**T-Shirt Update**-
- Della has contacted Randy about design and ordering.
- Randy charges us $6 (we sell for $20).
- Glen Smith and Teri Beach might have contact for other T-Shirt company. VOU Swim team might too.
  - Update: Randy provided us 150?? T-Shirts with Seniors 2020 logo.
- Home football games, sell T-shirts and raffles
  Karen Jarman offered to help

**Ornaments**-
- Brynn Mencarini and Karen Calabrese
  - Teresa will give Karen the ornaments
  - Discussed how should we sell in addition to Winter Wonderland-online, facebook, football games
  - Cost?

**Other Fundraising / Costs**
- we can sell at games-posters, notecards, string backpacks, Krispy Kreme donuts
- Goal to raise is $13,000
- Sponsorships/Donations-JanePrice
  - Wegmans, Walmart, etc sponsors in spring
  - Nateli $2,800 for racecar - Jane will arrange this
  - Sponsor mailing-over 600 addresses
○ Thank you cards
  - Escape room cost $6,000 (remove from overall list)….. use local instead
    (friend who owns Sherlock). Howard of Amusement from Rockville

● Football game dates: 9/13 (Middletown), 9/20 (Glenelg), 10/4 (Tuscarora), 10/11 (TJ — Homecoming), 10/25 (Frederick - Senior Night)
  - “Raffle lady” at table plus one more (2 at table)

● Volunteers Needed
  o SilentAuction — Lisa G declined (made $17K last year)
  o FoodCoordinator
  o Volunteer Coordinator Pushing to 11th but then 1st Wednesday of the month at Urbana Library. 4 members meet at 6:00 pm, others 7 pm.

● Parent Meetings
  - Discussed moving September 4th meeting to 11th.
  - At UHS or move location? Urbana library
  - Typically a huge turnout at first one-best meeting to get

● Back-to-School Night, Sept 29th — collect emails, get people to volunteer

● Finances-
  - current balance $6,469.83
  - Will need to develop a budget
  - Get Check signed for Ultimate Amusements-$3,746.64(30%)
  - Mark will deliver checkbook to Wendy

  o UrbanaSafeandSane.wix.com/2020