

Post-Prom Meeting Notes, March 14, 2023

- I. **Welcome: 7 p.m.**
- II. **Update on 2023 Post-Prom Event:**
 - I. **APRIL MEETING:** focused on volunteers but not the same format as last year. Brief security talk and then volunteers will go with committee heads to walk through their space and discuss logistics of night.
 - II. **MAP:** updated; minor tweaks from last year
 - III. **REMIND UPDATES:** Committee heads should let Gabby know if they need info to go out to students on remind texts the night of PP
 - IV. **SIGNAGE:** improved signs for both student, volunteer and vendor entrances. In addition, lock student doors so no early entrances
 - V. **TRAFFIC CONTROL:** local police and fire dept. will assist with parking and traffic both before and after PP
- III. **Committee Updates:**
 - I. **ADULT FUNDRAISING EVENT:** Susan Washburn: event/trivia night at Eagleville Taphouse will be held during Christmas week bc May through summer are very busy months for Taphouse and band. Baskets (30 so far) to be raffled at the Community Walk through the night of PP. Volunteers can now bid on baskets via Venmo. Adam to pursue bowling fundraiser event earlier in the year.
 - II. **ATHLETIC EVENTS:** Bridget: paperwork is into office, sign-up sheets for tournaments are posted week of 3/20 when tickets go on sale.
 - III. **CASH CAB:** Gabells: they need themes of the rooms from Set Design to generate questions
 - IV. **CASINO/GAME ROOM:** Doc: vendors all set; needs to ensure black and green paper available for ceiling lights (Gabby will check); bulk of work on Thursday with Doc, Andre and maybe two other volunteers.
 - V. **COAT ROOM:** Cheryl: no update
 - VI. **COFFEE HOUSE:** Rena: food this year will be a donut wall. Theme is Swiss Alps. Will have better signage out to the coffee house. The main issue is securing the tents for the seating and band area, Casino Room needs to remember to relocate the high top tables from the Commons out to the coffee house at the beginning of set up on Thursday. Methacton students and their guests are the only permitted performers.
 - VII. **COMMUNITY FUNDRAISING:** Amy Smith: no update
 - VIII. **COMMUNITY WALK THROUGH:** Adam Wartell: all good
 - IX. **EDUCATION:** Dana: cars from the two usual businesses delivered to school on the Monday before Prom
 - X. **ENTERTAINMENT:** Diana: All checks have been processed
 - XI. **INFLATABLES:** Andi: checks cut, nothing mechanical and vendor will bring own mats
 - XII. **LIBRARY:** no update

- XIII. **PRIZES:** Alicia: Kate Grad shadowing, everything is set with tickets, shopping soon, needs risers and a trash can.
- XIV. **REGISTRATION:** Tara: all good, registration opened previous Friday plus signs around school with a QR code to registration link. 105 registrants so far.
- XV. **SAFETY:** all good
- XVI. **SET DESIGN:** Jackie and Renee: 11 areas still available. Existing decorations and props for countries could be used for those areas. Jackie and Renee to provide Gabby with list of those countries. Access to building after hours for set design volunteers continues to be problematic
- XVII. **SPORTS POOLS:** Brian has March Madness fundraiser set up.
- XVIII. **STUDENT FOOD:** Megan: going well. Lisa to secure cotton candy machine. They can share popcorn with library crew. Created a sticker with PP logo indicating that a business is a supporter of Methacton's PP. Going to coordinate with Set Design on what countries aren't yet claimed in order to decorate cafeteria.
- XIX. **TRIKES:** Kate will secure
- XX. **VOLUNTEERS:** Katie Shireman: sign up fuller than it has been at this point in the past
- XXI. **VOLUNTEER FOOD:** Shannon Pepper: coordinating with last year's chair and student food.
- XXII. **WEBMASTER:** Adam; will post graduation yard sign info on FBook page and will post all versions of PP logo on the web site

IV. April 11, 2023, 7 p.m. meeting a volunteer meeting