

Post-Prom Meeting Notes, February 14, 2023

I. **Welcome: 7 p.m.**

II. **Update on 2023 Post-Prom Event:**

I. **AUDUBON STORAGE:** Audubon storage going away. Purging and reorganizing of shed, etc to make sure best use of space/correct props are saved

II. **GRADUATION SIGNS:** Michelle Petko: all good/same as last year

III. **SUPER BOWL SQUARES:** Sold out two brackets, Venmo: establishing best system for Venmo collections, Adam to look into/need burner phone, which number to link the account to.

IV. **MARCH MADNESS:** Lisa McDonald and husband

III. **Committee Updates:**

I. **WEBMASTER:** Adam; moved to paid MailChimp subscription (\$20/month) bc we were being limited on both email addresses and emails sent per month.

II. **SET DESIGN:** Lucy: Shadows for next year; Jackie Stem and Renee Iorio. Design spots still available. Idea to keep entrance hallway at front of school by library neutral each year. Maybe a few themed items each year but overall a red carpet idea. New black light hallway is for silent disco, one way in and no way out, old/laser tag black light murals to decorate. No laser tag this year bc we are unable to use girls' gym. Old black light hallway is mini golf this year. Coffeehouse committee will decorate from lockers outside.

III. **VOLUNTEERS:** Katie Shireman: Sign up genius ready to go live. Committee heads have reviewed it. April 1 cut off for volunteer sign up bc of the new step this year of verifying volunteer clearances with raptor and building secretaries. Clearances are for kid facing (working a night shift when the kids will be present) volunteers. Thursday and Friday setup crews do not need clearances. Katie will send volunteer list every 2 weeks for approval starting March 1.

IV. **ADULT FUNDRAISING EVENT:** Betty Nascimento/Christine Steiner: working on an event/trivia night at Eagleville Taphouse rather than the dinner dance. Baskets (15 so far) will now be raffled at the Community Walk through the night of PP.

V. **ATHLETIC EVENTS:** Bridget: volleyball and dodgeball are set. Katie to get the timers for volleyball.

VI. **REGISTRATION:** Tracy/Tara: reg. form slightly tweaked from last year. More notes/reminders for students, ie. they must register their dates, signing up early, fast pass and cash cab lottery, signing out early and the importance of the student making sure their parent will be available to receive a phone call. Tracy needs the jr/sr list and Amy Smith needs the parent list. Tickets go on sale March 20.

- VII. **STUDENT FOOD:** Suzanne/Megan: Shadows for next year are Diane Coppola and Jenell Wunsch, coordinating with the coffee house on amount of desserts, make sure kids know they'll be food all night.
- VIII. **VOLUNTEER FOOD:** Carrie Brower/Shannon Pepper: Suzanne and Megan working with them.
- IX. **COAT ROOM:** Cheryl: 10 p.m. – 2 a.m./2 a.m. - 6 p.m. shifts
- X. **ENTERTAINMENT:** Diana via text to Lisa: entertainment currently booked is silent disco/75 headphones in new blacklight hall (Corrine Kumfert and Janine Lake are decorating), Tattoo artist, Balloonist, Hypnotist 2a-5a in cafeteria (*Tara needs name of hypnotist), Escape rooms 2/3. New this year are blacklight mini golf with lasers and music in old blacklight hall, 2 race car simulators - maybe put at bottom of ramp by gym. Diana wondering if blacklight mini golf has to completely breakdown for cash cab....or if it can be moved to one side. She's meeting with vendor to measure.
- XI. **COMMUNITY FUNDRAISING:** Amy Smith: letters for families and will followup with Marie Kramer with questions.
- XII. **COMMUNITY WALK THROUGH:** Adam Wartell: Community walk through ad in newsletter, self-guided tours like last year
- XIII. **CASINO/GAME ROOM:** Doc: everything good
- XIV. **LIBRARY:** Shannondell chairs and golf cart secured for this year.

IV. Open Positions:

- ***Overall Chairs:** shadows for next year.
- ***Safety:** shadow for next year
- ***Library:** shadow for next year
- ***Cleanup for Set Design:** chair for this year
- ***Cleanup for Building:** chair for this year

- V. March 14, 2023, 7 p.m. meeting is a regular meeting; April 11, 2023, 7 p.m. meeting a volunteer meeting w/ breakout sessions and walking through the spaces.