**Project Graduation Meeting
January 30, 2018**

**Agenda**

1. Woodbridge Community Center Update – Susan, Ginny
2. Bus rental update - Susan
3. Treasurer Update - Ginny
4. T shirts with Eric Weinberg Update -- Carol
5. Bridges restaurant fundraiser Update – Ann, Mya
6. Night at the Races Fundraiser
Committees updates and next steps:
1. **Venue/Logistics** -- Eileen, Micky, Roz, Ginny – Update on meeting with Pino’s. How many volunteers do we still need and where?

2. **Food/Dessert** – Barbara, Susan, Liz Estes – Menu items finalized? Logistics for picking up food?

Rick Burke will coordinate non-alcoholic drinks and coffee (Pino’s will provide the cash bar—will we get a percentage of sales?)

Desserts: volunteers will make desserts and get some from Costco. We also need paper goods, etc.

3. **Ads** – Mike B, Mike M, Mya, Mei – Update on PPT pres and logistics.

4. **Baskets** -- Neepa, Trish, Ginny, Valerie

***ALL: We need everyone to recruit and market the event so we can sell it out! We have 52 guests reserved to date. Event can seat 110 guests.***

1. Next meeting date