

Project Graduation Meeting Summary

November 29, 2017

1. **Woodbridge Community Center Update** – Susan talked with WCC and there is no financial savings if the evening is shortened so we will decide the ending time later. Sue will contact the Business Office about reserving 3 buses for the evening.
2. **Treasurer Update** - Ginny couldn't make the meeting but sent an email with her update:

We deposited \$795 into the account today. As of today, we have received \$2475.08 in donations (the odd amount is because of the fees that paypal charges). All of these donations have been entered into the google doc.

<https://docs.google.com/spreadsheets/d/1fCG8yG1xLwqDe0338vW0VKGSCcZZN7Stop-39SygRnM/edit?usp=sharing>

As of now, we have \$2295.63 in the bank account and \$680.08 in the PayPal account. We have put down the \$1500 deposit for the Woodbridge Community Center and we pay the balance the night of the event. As for the Night at the Races, the race kit is going to be purchased through the HPEF. We are going to pay them from the PayPal account because it is easier (approximately \$400 for the kit and approximately \$200 to get all of the gambling permits, etc). We will need to figure out how much more we are going to spend on food, drinks, beverages, baskets, etc).

Liz Estes volunteered to send thank you notes to all of the donors and will coordinate them with Ginny.

3. **Communications Update** – Trish will update the website as needed and send out the flyer on Night at the Races to be distributed via paperless email and post to facebook pages, etc. She can also add the capability to purchase tickets to the Night at the races only online so we can track the number of tickets sold. Lists of those who purchased will be checked at the door the night of the event. No tickets will be available for purchase at the door unless we don't sell out (but we need to!!).
4. **HP Restaurant Nights** – Ann, Mya – no update. This fundraiser will occur after the Night at the Races event.
5. **Night at the Races Fundraiser**
Committees updates and next steps:
 1. **Venue/Logistics** -- Eileen, Micky, Roz, Ginny -- This committee will work with Pinos on the venue set up and break down, race kit and race program, logistics, ticket sales,

computer screen, displaying logos, audio, etc. Eileen couldn't make the meeting so she emailed her update:

I am submitting the Nite at the Races Kit order this week and am going for the same options as last year: 10 horse field, 6 races and Win Only betting option (vs Win/Place/Show betting). People will be able to pay to 'name' a horse in honor of their senior or other person for a fee (\$20 or \$30, tbd). Linda Roth and Kim Hammond said that this config worked in their view; as you add options, things become more complicated and the evening gets too long.

Cathy Denning of the HP Ed Foundation is helping me process our licensing paperwork for the event because they have the NJ Game of Chance registration that allows for the license. As Ginny said, HPEF will pay all costs and we will reimburse them.

The Nite at the Races sites recommends 6 – 8 people to run the event, admitting people to the event, running the race videos, processing the bets, disbursing the winning funny money, etc. So we will need volunteers.

Mei updated the flyer which needs a few more edits and then we can use it to promote the event.

2. Food/Dessert – Barbara, Susan -- Barbara, Susan – Coordinating the food for the event. Mike M offered using the Battleground to supply the food for the event. Contact parents from last year's event to obtain the menu. Ask parents to donate baked goods for dessert.

Susan and Barbara will coordinate with Mike M. on the menu. Susan and seniors will pick up the food from the Battleground the day of the event. Warming trays, plates, cutlery, serving silverware, napkins, cups, etc. will need to be provided and purchased. Water and drinks will also need to be purchased. Desserts will be donated by parents and coffee urns from the snack shack can be used.

3. Ads – Mike B, Mike M, Mya, Mei – This committee will solicit businesses and others to buy ad space in the program and to be displayed on the screen at the event. Sponsors may also want to donate products, services and/or gift cards which could be used for the baskets.

Last year's committee raised \$6000 through ads. Attached is the list of ad sponsors and donors from last year. Please take a look and see if you know some of them personally that you can reach out to for donations and sponsorships. The forms are on the website which you can ask them to fill out online or get the information and fill it out for them online. If there are others not on this list that would be willing to donate please contact them and add them to the list. We need more ad sponsorships!!

4. **Baskets** -- Neepa, Trish, Ginny, Valerie – Creating, finding/soliciting content for at least 15 baskets.

Update from Neepa: *The basket team (me, Val, Ginny, Trish) has been coming along -- we have a few baskets set, and ideas for others -- although still looking for more connections with businesses -- and some tips from Kim and Linda about how they pulled it all off last year.*

So far we have the following baskets: wine and Chocolates, coffee, spa, items for college. We could use another 10 more baskets at least.

6. **Tuxedo/Formal Wear Fundraiser** – Hilda Diaz offered a portion of tuxedo rentals could go toward Project Graduation. There are two stores:

AlbertGerald
300 Plainfield Ave
Edison 08817
732-317-8733

AlbertGerald
1075 Easton Ave
Somerset 08873
732-289-2748

www.albertgerald.com

We can send a flyer out in early spring and coordinate how much of the proceeds will contribute to Project Graduation.

7. **Next meeting date** – Wednesday, December 13, 2017 at 7:30pm in HS Cafe



PROJECT GRADUATION & THE CLASS OF 2017

acknowledges the following organizations, businesses and professionals for their generous support.

PLATINUM SPONSORS

Donation Level \$200 +

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www.americanproperties.net

Battleground Country Club
www.battlegroundcc.com

Best Tile, East Brunswick
www.besttile.com

Certified Kitchens, Inc.
www.certifiedkitchens.com

Coach, USA/Suburban Transit
web.coachusa.com

CoLAB Arts
www.colab-arts.org

Delta's Restaurant
www.deltasrestaurant.com

F & F Auto
1015 Raritan Avenue, Highland Park

Gabel Associates
www.gabelassociates.com

Jersey Paper Plus
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www.pinosshop.com

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www.truecomforthc.com

Wells Fargo Advisors
www.wellsfargoadvisors.com

Zhiyu Hu Law Offices
www.lawyerhu.com

GOLD SPONSORS

Donation Level \$100-\$199

A&T Builders Hardware and Supply
www.atbuildershardware.com

Elissa Rozov, PhD
(732) 853-1122

Freedman Auto Service
www.freedmanautoservice.com

Highland Park Borough Council
www.hpboro.com

James & Rita Polos
Highland Park

J.J. Laufer/Century 21 Real Estate
www.century21laufer.com

Raspa Jewelers
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Roger Thomas, Esq.
www.dolanlaw.com

Saiff Drugs
www.saiffdrugs.com

Sanford Heitlinger, DDS
(732) 777-9077

SSP Architects
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Stephen T. Buzbee Architect
www.buzbeearchitect.com

Sugar Jones Design, LLC
www.sugarjonesdesign.com

**Through the Moongate &
Over the Moon Toys**
www.throughthemoongate.com

Zack Contracting
www.zackcontracting.com

Zadlock Plumbing & Heating
(732) 360-2465

SILVER SPONSORS

Donation Level \$50-\$99

418 Burgers
418 Raritan Avenue, Highland Park

B. Beamesderfer Gallery
6 N. 2nd Avenue, Highland Park

Buddy Ball
Highland Park

Derby Appliances
www.derbyappliances.com

El Sol Mexican Restaurant
304 Raritan Avenue, Highland Park

HP Athletic Teams Boosters
www.hpboosters.org

JAH Home Inspections
(732) 887-5778

Jaqui-Kuhn Funeral Home
www.jkfuneralhome.com

The Law Offices of Jay Weinberg
www.jayweinberg.com

McKinney Oil Company
www.mackinneyoil.com

Main Street Driving School
www.mainstreetdrivingschool.com

Mary Ann Levitt, Acupuncture
(732) 828-5455

New Dawn Landscaping
www.newdawnlandscapingnj.com

Outdoor Living Spaces
www.outdoorlivingspacesllc.com

Stephen Heinsdorf Contracting
(732) 910-8502

BRONZE SPONSORS

Donation Level \$20-\$49

All Aspects Home Inspection
www.aahinj.com

Chick-A-Dee Child Care
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Dish Cafe
327 Raritan Avenue, Highland Park

Kemeny Law Firm
www.kemenylaw.com

Park Eye Center
www.parkeyecenter.com

Rebarber Family Chiropractic
www.rebarberchiro.com

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Robert's Florals

Ruthie's Restaurant & Bagels

Sweets to Nuts

Ten Thousand Villages

Through the Moongate

Over the Moon Toys

Waterlilies Facial & Body Treatments

Thank you!