

CASA ACADEMY

Minutes

Annual Event Committee Meeting

Date and Time

Thursday February 16, 2017 at 7:00 PM

Location

Dial-in Number: (712) 775-7031 Meeting ID: 356-190-185 Host PIN: 5293

CASA Academy Governing Board meetings will take place at the CASA Academy campus (1500 W Maryland Ave, Phoenix, AZ 85015). Per A.R.S. § 38-431.02, notice of meetings for CASA Academy and any of its committees will be posted on this website. Notices will also be posted in the front office of CASA Academy (1500 W Maryland Ave, Phoenix, AZ 85015), which is open from 8:00 am to 4:00 pm, Monday through Friday.

Committee Members Present

C. Hatton (remote), D. Brown (remote), J. Leahy (remote), M. Dahlen (remote), R. Lutowsky (remote)

Committee Members Absent

D. Fuller, L. Rodin, M. Brutlag

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

J. Leahy called a meeting of the Annual Event Committee Committee of CASA ACADEMY to order on Thursday Feb 16, 2017 at 7:02 PM.

C. Approve Minutes

D. Brown made a motion to approve minutes from the Annual Event Committee Meeting on 02-09-17 Annual Event Committee Meeting on 02-09-17.

R. Lutowsky seconded the motion.

The committee **VOTED** unanimously to approve the motion.

II. Annual Event Committee

A. Review Financial Summary

Jenna reviewed financial summary.

B. Program/ Flow of the evening

Rachel will practice speech with Jenna on 2/16/17.

C. Miscellaneous Logistics

We will still order heat lamps just in case it is cold.

Jacket, collared shirt and no tie for our MC this year.

Cristina has a PT friend that will donate PT services to the raffle.

D. Financial Procedures/ Volunteers

All money will be brought to wine area before end of event.

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:24 PM.

Respectfully Submitted,

J. Leahy