

# CASA ACADEMY

## Minutes

### Fundraising/Marketing Committee Meeting

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#### **Date and Time**

Friday February 1, 2019 at 12:00 PM

#### **Location**

Dial-in: 712-775-7031 Meeting ID: 356-190-185

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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.

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#### **Committee Members Present**

M. Tucker (remote), P. McHonett (remote), R. Lutowsky (remote), S. Neal (remote), T. Clayton Cundy (remote), T. Wee (remote)

#### **Committee Members Absent**

C. Burten, D. Brown, E. Hunt, M. Major, T. Peterson

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### **I. Opening Items**

#### **A. Record Attendance and Guests**

#### **B. Call the Meeting to Order**

T. Clayton Cundy called a meeting of the Fundraising/Marketing Committee of CASA ACADEMY to order on Friday Feb 1, 2019 at 12:05 PM.

#### **C. Approve Minutes**

M. Tucker made a motion to approve minutes from the Fundraising/Marketing Meeting on 01-18-19 Fundraising/Marketing Meeting on 01-18-19.

P. McHonett seconded the motion.

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

**Roll Call**

D. Brown	Absent
M. Major	Absent
T. Clayton Cundy	Aye
E. Hunt	Absent
M. Tucker	Aye
C. Burten	Absent
S. Neal	Aye
T. Wee	Aye
R. Lutowsky	Aye
T. Peterson	Absent
P. McHonett	Aye

**D. Approve Minutes**

P. McHonett made a motion to approve minutes from the Fundraising/Marketing Committee Meeting on 11-09-18 Fundraising/Marketing Committee Meeting on 11-09-18. M. Tucker seconded the motion. The committee **VOTED** unanimously to approve the motion.

**Roll Call**

C. Burten	Absent
D. Brown	Absent
M. Tucker	Aye
T. Peterson	Absent
S. Neal	Aye
P. McHonett	Aye
T. Wee	Aye
M. Major	Absent
E. Hunt	Absent
T. Clayton Cundy	Aye
R. Lutowsky	Aye

**II. Annual Event**

**A. Event Updates & Sponsorships**

Discussed progress towards pre-event fundraising goal. Additional donations were discussed.

**B. Annual Event Agenda**

Reviewed annual event agenda.

**C. Signage for annual event (suggestions for this year based on last year)**

Discussed having easels for signage by each entry point. Discussed having volunteers stay at the entrances from 6:45-7:30 to help direct guests. Discussed having name badges for volunteers so they are easily identifiable.

### III. Marketing

#### A. Marketing Updates

No updates at this time.

### IV. Scheduling

#### A. Schedule Next Meeting/Discuss Action Items

Next meeting scheduled for Thursday, February 14th from 12-1 p.m.

### V. Closing Items

#### A. Adjourn Meeting

M. Tucker made a motion to adjourn the meeting.

P. McHonett seconded the motion.

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

#### Roll Call

M. Tucker	Aye
C. Burten	Absent
M. Major	Absent
E. Hunt	Absent
S. Neal	Aye
R. Lutowsky	Aye
T. Clayton Cundy	Aye
P. McHonett	Aye
D. Brown	Absent
T. Wee	Aye
T. Peterson	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:24 PM.

Respectfully Submitted,  
T. Clayton Cundy