

MINUTES OF MEETING

FUNDRAISING COMMITTEE
OF THE BOARD OF DIRECTORS
DATE: February 21, 2008

NORTHLAND PREPATORY ACADEMY
3300 EAST SPARROW AVENUE
FLAGSTAFF, AZ

Attendance:

Brent Burch, Randon Cupp, Bob Lombardi, Ramona Mellott, Susan Smiley

Others in Attendance:

Sharon Carlson, Dave Davison, Mary Lee Fisher, Jim Fisher, Janet Fuller, Jill Saville

The meeting commenced at about 5:30pm. The main item of discussion was the annual fundraising event. The event is schedule for Saturday, May 17, 2008, from 5:30pm-7:30pm. Participants at the meeting indicated that the event should help strengthen the greater NPA community while at the same time raise money. R. Cupp said that we should be equipped to process credit cards at the event. Other comments included displaying photos of auction items at the school prior to the event to generate interest, have faculty offer dinner at their homes as possible auction items, offer a split-the-pot drawing, and have the school related "wish list" displayed in the gym at the event. For high-cost items (e.g., HVAC, textbooks), individuals may choose to donate just a portion of the necessary funds to purchase the item just like rungs on ladder. The following individuals offered to coordinate the tasks listed below:

T. Cupp – In charge of the chili categories and associated prizes for "best" chili

R. Cupp – Contact Basha's and McDonald's for food/drink donations

R. Cupp/B. Burch – Deliver and set up tables for the event

J. Saville – Contact Albertson's for food donations

D. Davison – Contact businesses to serve as corporate donors

M. Fisher – Provide solicitation letter to give to businesses

S. Carlson – Silent auction coordinator

R. Mellot/ J. Fuller/ B. Burch – Coordinate set up, service, and clean up

The meeting ended at about 6:45pm. The next Fundraising Committee meeting is scheduled for Tuesday, March 11, 2008, at 5:30pm.

Respectfully submitted,

Brent Burch