

University High School Alumni Association

Meeting Minutes: September 13, 2021

Present:

Dixie Lewis, Kathy Murdoch, Marc Leonard, Andrea Markert, Barbara Meyer, Ryan Scritchlow, Peter Pontius, Wilma Bates, Cory Roop, David Martin, Tara Nafziger

Absent:

Stacey Meyer, Meghan Pantaleone, Tom Feely, Stephen Wilson, Teri Wilson, Bob Fitzgerald, Eric Schlipf, Tommy Elmore, Nate Brent

Call to Order:

- Minutes of the August 31, 2021 meeting were emailed.

Homecoming:

- Final food order due by September 24 – number of meals; and we will still put out the donation sign; we should try and keep the food order under \$1800; notes from the past suggest 400 meals be purchased; this does not include the Booster portion; it was suggested to purchase no more than 350 meals for this year.
- Boosters – number of meals – Kathy M. has sent an email to Jennifer M; Boosters will be able to provide us with a meal order; they will provide that information to Cory.
- Set up/facility request – Horton Field House building reservation – Cory spoke with Emily today and it goes through an approval process tomorrow; we will get the final information later tomorrow or Wednesday; Emily will also provide any information regarding COVID restrictions.
- Decorations – we have tablecloths, banners, considering not doing balloons based on weather on price; perhaps have some balloons for the check in table; there will be an alumni table sign right by the door; we do have other table signs and banners.
- Facility set up – Dr. Fitzgerald is happy to facilitate setting up for the event; he has students that assist in this; this is confirmed.
- Sign-in sheets – using a QR code to populate a google form – Ryan S. has two iPad that he believes will work, as long as there is Wi-Fi inside the building so this is an option; it was confirmed that Wi-Fi should be available-we can sign in as guests; Kathy's husband will create a mock up sign-in sheet so we can have paper copies for individuals to sign as well; Tara N. will bring Clorox wipes for the sign-in table to keep electronic items sanitized.
- Volunteer Sign-Up Genius – Kathy M. will re-send the sign-up genius and post to Facebook.
- Boosters – volunteers – they will be available and they will provide at least one or two volunteers to assist with the food table.
- Reading of alumni names – Mr. Sondgeroth used to read alumni names; but this also holds up the game play as well; we would have to work with Steve Evans to discuss with the new announcer; it was suggested that we not announce names.

- Press-Release – *Pantagraph* – it would not hurt to put something out there in the paper – Marc L. will work on this.
- 50 Year Royalty – Kathy M. has the list; there has been three deaths from this group; we don't currently have mailing addresses for this group; confirmed golf carts are available; can we get a short letter or card out to this group to see if they will be coming? The king and queen of 1971 have said they are returning; the others we are still waiting to hear back from; we need to work with the Senate advisor regarding planning for past Homecoming Royalty to ride on golf carts – Andrea M. will take care of this.
- Presentation to alumni in attendance – confirmed that we are not doing this.
- Handicap Parking – yes and it is on the postcard that went out; there are four spots by the north side.
- Post card sent – this has been sent; it cost about \$1500.
- Personal calls to alumni – we have reached out to the 50 year folks.
- Registration – name tags/pens/markers – yes, these are available.
- Hand sanitizer/extra masks – it would not hurt to have some disposable boxes and have hand sanitizer near the food – Kathy M. is purchasing.
- Fund raising sheets to hand out or with a QR code for scanning – Barb M. will work with Wilma B. to get this set up.
- Ticket rolls for food/football game – there are ticket rolls available; using tickets for meals allows us a better count for planning future events, and discourages individuals from going through twice; we should be able to get free tickets-we should be able to get a roll; if alumni come to the game and go straight to the window, they could just indicate they are alumni and should be able to get into the game.
- Band performance – Cory R. has brought this up with Emily from the facility reservation; he is waiting to hear back.
- Should we create a sign that says our newsletter is going digital and you need to sign up here to update your information – Ryan S. will work on this sign. Suggested placement near the sign-in table.
- Kathy M. will be taking photographs at the event.
- Kathy M. will post Homecoming information on Facebook, she will also post the Sign-Up Genius out there to try and generate more volunteers.

Miscellaneous:

- Dixie stated that past copies of the *Clarionette* are available in the alumni office.

Next Meeting:

- Monday, October 4, 2021 at 6:00 PM