

Upper Cape Tech Alumni Association Meeting Minutes

November 13th, 2007

Present: Ms. Mary McGowan
Margarite Houle
Lisa Harrington
Denise Walsh
Jake
Steve
Waiting for full list of attendees

Next meeting: 12/12/2007, 6:30pm, Upper Cape Tech

I. Announcements

The main goal of this meeting was to move towards the development of an active Alumni Association for Upper Cape Tech. Action items were pre-determined prior to the meeting. They were as followed: Nomination and Vote on Officers, planning of a social event and membership drive.

II. Discussion

1. **Social Event:** February 8th 2008, 7-10 pm
 1. Pre Valentines Day Event
 2. Money being loaned to us by Upper Cape Tech (thanks to Mr. Farr).
 3. Committee formed: Margarite Houle, Lisa Harrington, Denise Walsh,

Action Items:

- A. Identify potential locations, there cost and other pertinent details
 - a. Canal Club - 100 Trowbridge Rd, Bourne, Ma
 - i. Manager/Owner Mary Ellen
 - ii. Lisa Harrington volunteered to research this facility
 - b. Salerno's 196 Onset Avenue, Onset, Ma
 - i. Margaurite Houle volunteered to research this facility
 - c. The Sunset Grill – 11 Brigadoon Rd, Bourne, MA
 - i. Ms. Mary McGowan offered to research this facility
- B. Determine theme of event
 - a. Spaghetti Supper
 - i. This was the preferred theme by all in attendance for this event. However, location could play apart in the end result.
 - b. Cocktail Party
 - c. Dance
 - i. This was voted down.
 - d. Regardless of the above choices the event will be adult focused, include a cash bar, will allow alumni to reconnect with old friends & classmates, network and just have a good time!

- C. Issues, details or tasks to be worked out
 - a. How much do we charge for the event?
 - i. Is our goal to break even or make money?
 - b. How many people are we expecting?
 - i. Is our goal to break even or make money?
 - c. Pre-Sell tickets. Do we try on-line sales?
 - d. Have a raffle

- D. To-Do Items
 - a. Mails – Margie (?)
 - b. Letter – Denise
 - c. Ad's in Paper (Advertising) – Margie
 - d. Paypal Account - Denise
 - e. Web Site for tickets - Denise
 - f. Post Announcement on Classmates.com – Denise

- 2. Educational Component:
 - 1. Invite past graduates to speak and work with Students

- 3. Recreational Event:
 - 1. The goal is to have an athletic event that involves current students, Alumni and perhaps community. This idea is still in the planning stages. Mary McGowan asked if Keith is he would be will to organize this. There is a thought of using a local community center.

III. Roundtable

Summarize the status of each area/department.