

Minutes 12:03PM-1:15PM Date: 11/10/2014 Time: 12:00PM Location: QC Campus

Meeting Called By	Debbie Norris (President)
Type of Meeting	Scheduled Bi-Weekly Meeting
Facilitator	Debbie Norris (President)
Note Taker	Celina Roth (Secretary)
Time Keeper	Celina Roth (Secretary)
Attendees	Debbie Norris (President), Patty Barnes (Vice President), Celina Roth (Secretary), Melissa Simons

Agenda Topic	Budget		
Discussion	The budget remains at \$2,000. It has not changed since last meeting.		
Conclusion	Budget is still \$2,000.		
Action Items:		Person Responsible:	Deadline
	Budget	Leah	N/A

Agenda Topic	Stress Week		
Discussion	We will be participating in stress week on Wednesday December 10 th , 2014 from 11:30 AM to 3:00 PM. We will provide coffee and pretzels. Hy-Vee is delivering the coffee. They will provide the creamer and sugar and the tablecloth. We also talked about providing lemonade. We would need to purchase crystal light lemonade packets. We also need to buy cups. Patty has a large water cooler she may be able to bring for the lemonade and Melissa has smaller water jugs she could also provide. We decided to provide enough coffee for 80 people.		
Conclusion	Leah needs to fill out the gift form for the pretzels. The expenditure form needs to be filled out and the coffee needs to be ordered from Hy-Vee.		
Action Items:		Person Responsible:	Deadline
	Gift Form	Leah	Next Meeting
	Expenditure Form	Leah/Debbie	Next Meeting

Agenda Topic	Self-Defense Class		
Discussion	We decided to delay the self-defense to make sure there is enough time to properly plan the event. We need to set a date and make posters for the event. Melissa is sending an outline of what she already has done for the event to the CJS email. She is also going to submit ideas for the poster. Everyone is encouraged to submit a poster idea.		
Conclusion	We will vote on posters at the next meeting.		
Action Items:		Person Responsible:	Deadline
	Send Outline and Poster idea to CJS	Melissa	Next Meeting

Agenda Topic	T-Shirts		
Discussion	The members at the meeting voted and all were in favor of having Debbie's daughter draw tipping scales to submit to Curtis for approval. They will be on the T-Shirt. We also voted and all were in favor of ordering both crew neck and v neck t-shirts. Debbie has a meeting with Tami Seitz to help with the ordering. We need to determine the price to determine what we want on the shirts and where. Some ideas included the tipping scales on the front with CJS and WIU on the back, the tipping scales and WIU on the front and CJS on the back, or just the tipping scales and CJS on the front.		
Conclusion	Debbie will meet with Tami to help determine what we want on the t-shirts.		
Action Items:		Person Responsible:	Deadline
	Meet with Tami	Debbie	Next Meeting

Agenda Topic	Fundraising		
Discussion	We are allowed to have two fundraisers a year. Some ideas for a fundraiser included an ice cream social, Yankee Candle fundraising, World's Finest Chocolate fundraising, Krispy Kreme fundraising, a bake sale, and a car wash. Everyone is encouraged to submit ideas for fundraising before the next meeting. We will be voting on which fundraisers we will do then.		
Conclusion	All members encouraged to bring ideas for fundraisers to the next meeting. We will be voting on what fundraiser to do at the next meeting.		
Action Items:		Person Responsible:	Deadline
	Submit fundraising ideas	All members	Next Meeting

Next Meeting: Monday December 8th, 2014

Location: Riverfront Campus- Room 210

Time: 12:00 PM