**GRAD MEETING May 11, 2023**

Called Meeting to order at 6:30pm

* CHAIR -Jolene Cook- housekeeping – going to start to have meetings approx. every 2 weeks and sub committees are going to start to meet and complete tasks.
* TREASURER/SECRETARY - **Connexus: Bank account update $13, 046.05 (**[**CCIGrad2023@gmail.com**](mailto:CCIGrad2023@gmail.com)**).** Michelle had cheques and banquet tickets printed from Minute Man. 104 Graduates have paid fees. Sale of banquet tickets will begin May 12, 2023 with an email stating etransfers are acceptable and in person dates to sell at school with student committee. Dates to be determined with the student committee. First cut off for banquet tickets is May 25, with reserved ones paid by June 9.
* ENTERTAINMENT – Because Blue Chip will need some volunteers to help man the Casino night, it was suggested that we hire Moose Jaw Event Centre security @$25/hour per guard and recommended 2 guards for 3 hours each. Shantel Stokes motioned, Michelle Payne second the motion. A suggestion about the grads signing a Dry Grad Contract due to the liability to the chair. It was tabled until next meeting.
* STUDENT COMMITEE- suggested that they use SLC members to assist for the evening with the entrance table, casino tables, mocktail stations… etc. The committee is working on the program with the art work from Julia Quimio. Minuteman press provided a quote for the 4 programs per table.
* DECORATIONS- Decoration committee will book another meeting with Peacock to discuss further in depth the details about sharing of items. They have booked a meeting for the sub committee on May 26th to begin assembling of decorations. Inquire with A Girl In Her Garden to donate floral arrangement to the ticket/entrance table. Colette Voth has begun building the 3 for the GRAD 2023 letters.
* GIFTS TO GRADS- gifts have been ordered, and invoice paid in FULL. Committee wants to add some candy to the bags.
* INSURANCE – Moose Jaw Event Centre encourages the Chair to get private liability insurance as they are the host for the event. Jolene was going to approach the Peacock Chair to share in the cost of insurance for the other days for decorating. It is suggested that we get some more advice on this. Tabled until next meeting.
* CYLONE FOOTBALL TEAM – committee would like to use the football team for “grunt” and the banquet ushers, etc. Coach asked to provide a donation on behalf of the Graduating Class of 2023 towards the Football Field Project in lieu of their help.
* PROGRAM – Wendy and Michelle discussed how to set up the spreadsheet to track the grads banquet tickets, requests for seating chart and dietary restrictions. Also suggested that we ask if anyone wants to just attend the program to indicate in the email request. Also need to ask Mr. Gauvin to send out an email to CCI staff to see who wants to attend the banquet. Michelle will ask Noah Anderson about the projector and screen and a possible discount for both schools. Wendy would like some large easels to display the seating charts.

9:00 am  Cap & Gown

4:00 pm  be there at 3:45pm - 2023 Graduation Photo on CCI Stairs. Mrs. McCorriston said she could use the drone to take the photo as long as the weather wasn't super windy. Will need to remind her as she is going on maternity leave.

5:00 pm  Supper/ supper to start at 5:30 pm - Buffet Style - with all dietary restrictions met

7:00 pm  Program with grand march.

9:00-9:30 pm  Casino night begins for the graduates and escorts. Will need volunteers for the dealers, security and clean up.

* Meeting concluded at 7:25 pm. Next meeting is planned for Wednesday May 24th, 2023 at 6:30pm.