

Good afternoon AEP Grad Committee Members;

The following is put forward for your review and consideration. We committed as co-chairs to be transparent throughout this process and feel everyone's input is required for this recommendation to be approved.

The Decorating Committee met and after crunching numbers feel that an increase to our base grad fee price of \$115 is required. The 2020 graduating class is very small and these projections, fees and absorption of such are based on the small number of 85 graduates:

Costs are without taxes and gratuities if applicable

Ticket Printing \$40

Entertainment DJ \$1750

Photo booth \$750

Hall \$2800

SoCan Fee (Music copy-write fee) \$140 – This is a fee charged by the MJ Exhibition Company that we were not aware of at the last meeting.

Security 1150

Decorating 1500

Mock tail Bar 1000

Total \$9130

Collection @ \$115x85 grads = \$9775.00 - does not include banquet ticket.

Cushion: \$645.00

The concern raised by the group is that if fewer than 85 graduates attend the current budget is not sufficient and we will be unable to cover costs.

Carla and Shelley, representing the decorating committee have asked the executive to reconsider the amount and have recommended a \$20 increase to the base price for a new grad fee price of \$135.00. With the purchase of a meal ticket the cost would be \$160 total.

Please review the attached information and respond back by Wednesday January 29th via email indicating whether or not you approve of the recommendation.

We will summarize the results and send them out in an email to the group.

Thank you,

Carolyn Barrett

Penny Maelde