



Meeting Minutes

John W. Collette Education Resource Center
35 Commerce Way
Dover, DE 19904
January 5th, 2015 | 5:00-7:00 pm

Secretary: Sherry Kumar

The January business meeting started at 5:35 pm. President Michael Canning called the meeting to order. Katheryn Hartley led the assembly to the Pledge of Allegiance and attendance was taken by the Secretary. Treasurer Connor Wagaman was absent for the meeting. Present were Mr. Fitzgerald, Mr. Singer, Ms. Rebecca Marshall, and Mr. Medved. Ms. Jenna Marshall and Ashish Bachavala were also present at the meeting as members of the alumni association.

The Secretary's minutes have been passed out to all those in attendance. One guest from the management team was missed on the minutes. No further corrections were made.

The Treasurer's Report was given to all in attendance and no corrections were needed

Committee Reports were delivered next:

- Kiran Manisubbu delivered the Communication Committee Report. Many goals of this committee remain pending completion and should be addressed.
- The Leadership Committee Report was given by President Michael Canning. Discussion led to planning for the Winter Leadership Lunch
- Katheryn Hartley presented the Service Committee report. Discussion led to the Invention Convention.
- Chair Mary Beth Robbins was absent, but the Special Projects Committee is up to date

Next, we moved onto Old Business:

- The first item of business was the Winter Leadership Lunch. President Michael Canning has taken the responsibility of sending out an email by the end of the week to get word out
- The second item of business is the Hagley Invention Convention, which will be held on January 18th
- The final item of business is the Secret Santa, which will be done after the meeting is closed.

Next, we moved on to New Business

- The first item of business was the Judge's Gifts Selection
- The next item of business is the New Speaking Rules. The Meeting Etiquette paper was given out to all those in attendance

Moved on to the Review of Plan of Work

- Code Purple scheduled for February
- For the event tips on the Communication Committee Work Plan, need to start these topics now. Target 1, Chapter Team, is almost completed. Target 2 is Digital Video Production and Target 3, Video Game Design, will be taken care of soon
- Connor Wagaman joined the meeting through video call. For the Leadership Committee, Strategy 4 from the work plan for this committee has been completed. Need to work on Strategy 3 right now as well and Connor would need to work with Mr. Fitzgerald and Mr. Medved on creating brochures. Need to create a letter of introduction right now and some promotional materials to give to businesses

- Special Projects Committee has purchased pens, pencils, and judge's appreciation gifts. Generic Thank You Cards need to be worked on to mail to the judge's after the State Conference. One other item is the banner for TSA, which will be used in future conferences

Next item was the Advisor's Report

- We have started the Google Hangouts. Need to start updating the website. Applications for State officers are due by February 13th. Get information on the WLL out by the end of this week, save the email list, and then email a separate message sometime next week reminding everybody about state officer applications. For the State Conference, the karts will be used again this year. There will be an advisor's meeting next Tuesday January 12th, but this is not mandatory
- Mr. Fitzgerald gave information on the banners, which were ordered yesterday. There was a discussion on chapter registration for state conference

Announcements: Next meeting will be February 9th at the Collette Center. Mount Pleasant High School will be holding a Relay for Life event on January 29th and May 20th

This meeting adjourned at approximately 7:10 pm.

Prepared by: Sherry Kumar, Delaware TSA Secretary