

ACOS
Meeting Notes: May 22nd, 2013

Meeting began at 10:05 am on May 22nd, 2013, in Quest Portable at Hidden Creek Elementary

Present:

Trina, Tracy, Janet, Jen, Erin

Back to School Event (8/17/13)

- ACOS Booth Reservation
 - Joanne submitted the paperwork.
- Event Supplies/Preparation
 - Erin donated some candy and we have some pens and pencils to give away. Need more candy (preferably the 'non-melty' kind) and more pens and pencils. Should plan for approximately 500 giveaways.
 - Need an ACOS business card with a QR code, website address, and mission statement. Janet will make up business card template and email to Jen; Jen volunteered her business to donate the printing.
 - Canopy for ACOS booth (Joanne will bring).
 - Laminated ACOS signs for the booth; need to check with Joanne to see if we still have the signs from last year and if so, check to see if they have the ACOS acronym only or have the old name written out (if so, will need new signs).
 - Need a concise ACOS mission statement. Tracy will write one up on quarter sheet information handouts.
 - Booth Activities
 - Will have a game wheel for people to spin; they'll solve a quick puzzle then receive a pencil or candy with ACOS information attached (Tracy's husband will make the wheel)
 - Quick 'smart' games kids can play to 'earn' giveaways
 - Easy Matrix puzzles laminated for reuse, attached to clip boards (will make them up at the next meeting)
 - Plexer puzzles (Trina has Smart Mouth game we can use)
 - Quest kid volunteers to run the games (Erin suggested asking Jr. High Quest kids to volunteer)
 - Tri-fold Board with ACOS pictures and information (Janet)
 - Card tables (Tracy and Jen will bring)
 - Email sign-up/survey slips to poll what types of activities people would be interested in, with check boxes for items such as book discussion groups, speakers, workshops, etc. (Tracy will make up the slips; Janet will make a deposit box for them)
 - Raffle Prize for those signing up for emails (Trina will come up with a prize)
 - Dry erase supplies for laminated matrixes (Jen will bring)
- Staffing the Event
 - The event is 3 hours long and can be split into short shifts.
 - Jen and Janet are available to work the booth.
 - Tracy will be able to come and go.
 - Erin is committed to work a different area of the event.
 - Need to check with Joanne as to her availability.
 - Janet volunteered to help set up the booth.
- Work Party Meeting
 - Will meet in August to complete preparations for event. (Trina will email group to see what date will work for everyone).

- Possible meeting places: Mullenix, Hidden Creek, Piccadilly Bakery (formerly Tully's).

ACOS Mission Going Forward

- Will continue as a resource for people (website).
- Will continue with the book discussion group.
- Erin shared with the group how beneficial the "Understanding our Gifted Children" workshop was. The group agreed it would be a very good thing if Maureen could do this as an orientation type event each year for new (and returning) Quest parents.

Future Actions Agreed Upon

- Jen will have her company print up business cards for ACOS.
- Janet will make up ACOS business card template and email it to Jen. Will also make a tri-fold board with ACOS pictures and information, as well as a deposit box for contact/survey slips.
- Tracy will write up a quarter sheet mission statement for the group and will make up email contact/survey slips.
- Tracy's Husband will make a game wheel.
- Trina will come up with a drawing prize.
- Erin will work on getting more pencils, pens, and candy giveaways.
- Group will meet for a work party to finalize preparations for the event.

Next meeting:

Date to be announced

Email Follow-up:

Maureen emailed the group to let everyone know that the Quest portable would be available for a work party meeting August 8th and 9th if either of those dates works for people.

Meeting adjourned at 11:02pm.

Notes recorded by Janet.