

CAP Meeting Minutes - 03/07/2025

Attendees:

Brandee Chevanintakul
Jessica Tucker
Dan Gonzales
Ericka Rankin
Chris Chappell
Diana Arthur
Carolyn Swearingen
Kristen Richardson
Crystal Berry-Roberts
Shelby Eskew
Isidra Kinney

Agenda:

- Advertising
- Table Sponsors
- Purchase Auction Items
- Update from Diana

Advertising

- Postcards/Magnets- Brandee
 - Looking for a place to print these
- A Frame poster- Carylon
- Flyers- Dan
 - Dan is working on the flyers
 - Carylon will post on social media
- Catherine will advertise on Newsletters
- Classroom parents will send out reminders
- Catherine will send reminders weekly on Remind App
- Once we get closer to the event Text Message reminders will start going out
 - Highlighting certain events/items
- Advertise Quilts including background information on them
- Carylon created a Facebook event to share
- Week before, students will make posters to advertise and mom will dress up

Table Sponsors

- **Now is the time to start pushing for table sponsors**
- As of today we have 2 major event and 5 table sponsors
- 35 tables that seat 10 people per table

Auction Items

- Purchased Items

- Kalahari
- Dude Perfect Tickets
- Need to Follow-up with
 - Fredericksburg Trip- Cecilia Martinak
 - Houston Trip- Dominique Barnett
 - Deer Feeder- Catherine
 - La Cantera- Katie Hill
 - Summer Rockport weekday stay
 - Upcloset/Clutter bug- Jen Moore
 - Houston Trip Hotel room- Catherine
 - Steve and Kate- Crystal Berry-Roberts
 - Lawn services- Chris Chapple (reaching out to IHS)
- Isidra is working on a Hyatt stay
- Quilts - Diana
 - All backing material has been purchased
 - Diana meeting with Sheri today to get an update on quilts
 - 11 Quilts being made for the Live Auction
- We have 17 Live Auction Items as of right now and looking to move some of the items to silent auction

Class Parents

- Sending out reminders about class donations and encouraging to be a table sponsors
- Shelby will give updates regarding class donation amounts

Important Reminders

- This is an adult event. No children are allowed.
- Up front donations are greatly appreciated however, we still need and want people to attend the event. Please advertise and bring friends, family, neighbors, etc.
- CAP to match donation for playground from now until Spring Fling up to \$10K

Next Meeting

- March 25th @8:00am - Parish Hall and Zoom headofschool@calvaryschool.net please include zoom link. assistanthos@calvaryschool.net please reserve room.