Agenda for HFES Officer Meeting – 2/25/2014

1. Updates
   a. BWW Fundraiser
      i. Good turn out! Waiting to hear from manager about how much we raised.
   b. 1st General Meeting
      i. Not so good turn out.
      ii. Email issues? Go through Kari.
      iii. Reminders closer to date? Go through Kari.
   c. Locations for Spring Party? April- which weekend works best to host the party? Lexi will post this in the main group page.

2. Events
   a. Next Fundraiser- Jessica (TGI Fridays? Date?) Jessica is working on this- Jen will get in touch with her.
   b. Spring Party
   c. End of Semester BBQ- $200 for this
      i. Talk to Dr. Rinalducci about hosting it at his house.
      ii. Invite faculty

3. HFES Social
   a. Any updates? Have not worked on this. Will start sending out updates and delegating soon.

4. Fundraising
   a. Shirts (Lexi)- will email the new girl
      i. Design
      ii. Price
      iii. Final picture
      iv. Email out through Kari for interest
   b. Lobby posters fundraiser (Gaby)
      i. Responding to her email about the flyer presentation now.
      ii. Mike is working on a flyer.
      iii. Dates will be added to the flyer- Mike needs the dates of this from Gaby.

5. Assignments/Division of labor
   a. Events timeline & google doc- no one here, so we are not going to discuss it.
   b. Any issues/changes/additions?

6. Space Coast Chapter
   i. Space coast chapter listserv. Email sent to chapter and faculty if they would like to be included in their chapter listserv. Andre wants to get more people involved.

7. Website
   a. Post new constitution
      i. Mike will work on updating all the content.
   b. Update “Announcements”
8. Anything else?
   a. Jen is working on getting the Spring speaker together
   b. Lexi will compile a list of who is working on what- individual person per email
      i. Some reassigning might need to go on
   c. New students are all coming on one day
      i. 4 students visiting at the same time and day- very different from last year.
         Skilled planning will need to
      ii. A lot of help with transport
      iii. 4 people volunteer for the day- dependent on day and time

9. Next officer meeting date?
   a. 1 PM on Tuesdays- Tuesday we come back from break will be the next day we meet

Email:

-space coast listserv

- constitution

- shirts