
CAPOC Meeting

Date of Meeting: November 27, 2007

Minutes Prepared By: Jennifer Hornberger

1. AGENDA

- Review of Minutes and Timeline
 - Subcommittee Formation
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2. Attendance at Meeting

Name

Name

Cindy Plunkert, F&C Services

Michelle Legacy, F&C

Bob Howard, River Rock

Sharon Griffner, EI

Jennifer Hornberger, CYS

Amy Ford, CYS

Eda Cofield, Concern

Beth Rosengrant, CYS

Jennifer Moubray, CYS

Caroline Red, CYS

Lyn Becker, Children's Aid Society

3. Meeting Notes, Decisions, Issues

Subcommittees were formed at the last meeting. Members took this opportunity to sign up if they didn't at the prior meeting.

December is going to be an active month with fundraising. Suggestions for fundraising were subs, pumpkin rolls, bake sales, casual days and making buttons to sell for awareness. The committee needs to hold fundraising for advertising expenses such as a billboard. Members will be researching sponsorship for the back of t-shirts.

Letters will go out in January to the city, boroughs, community sponsors, etc. for committee support.

Next month's focus will be finding out who our sponsors are. Members will be contacting local area businesses for donations such as churches, providers, food banks, service clubs, exchange clubs, schools, banks, etc. Also, the committee will be searching for a printing company willing complete posters, bumper stickers, boards as donation. Sponsors could also determine their level of sponsorship.

3. Meeting Notes, Decisions, Issues

4. Sub-Committees

Fundraising	Event Planning	Day of Event Logistics	Partnerships	Press Releases/ Advertising
CarrieAnn Frolio	Cheryl Hughes	Sharon Harlacher	Bonnie Windon	George Eckenrode
Dorothy Livaditis	Greg Loop	Jen Hornberger	Sharon Griffner	Michelle Legacy
Bonnie Windon	Jennifer Moubray		Brian Copenheaver	Brian Copenheaver
Brooks Pomper	Beth Rosengrant		Bob Howard	Tracy Holmes
Eda Cofield	Deb Thomas		Carroll Davenport	
Cindy Plunkert	Amy Ford			

5. Next Meeting

Date: <i>December 11, 2007</i>	Time: <i>1:00 PM</i>	Location: <i>3rd floor training room; Admin Center</i>
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