



Engineering Booster Club General Meeting Minutes

7:00 pm, October 18, 2011

Call to order, welcome & brief introductions (Kevin Cowan –President EBC)

- The monthly general meeting of the Coppell High School Engineering Booster Club (CHS EBC) was called to order at 7:06 pm by the President, Kevin Cowan. The meeting was held in room C203, the Engineering Classroom. The meeting was well attended with approximately 30 members and Mr. Yakubovsky.

EXPO 2011 Updates

- The Expo will be held on Sunday, November 6th. The EXPO steering committee has met several times and continues to make progress. As of today we have 21 universities, 4 service academies, 9 companies, and 5 professional organizations confirmed. This is approximately 1/2 from last year's final numbers. A few universities have declined because of budget constraints. In years past, a significant number of exhibitors responded late. Still need to hear from Texas Tech, Baylor and TCU.
- The Expo will have 25 student exhibits.
- Hospitality Committee – Ellie Halpin & Michele Harvey be organizing. Kevin will send out an email requesting hospitality supplies. No VIP reception this year, only a "green hospitality room" providing drinks (water, soda & starbucks coffee) and snacks (cookies, fruit, cheese & nuts).
- Publicity – Jan will submit articles to local papers, Kevin will coordinate the Fox 4 studio visit.
- Signage and Supplies –Approximately 30 signs will be placed around the city.
- Commons area table assignments – Kevin and Mr. Yakubovsky will work on this.
- Concessions – Band cannot do concessions this year. We will have volunteers donate water, soda, brownies and cookies and sell everything for \$1. Also, will use the PTSO popcorn machine. Will add concession needs to "my sign up" page.
- Facility – Mr. Yakubovsky will contact Mr. Williams to be sure the A/C is turned on early and tables are set up.
- Will have participants fill out a demographic information form and do a door prize drawing to encourage people to fill it out.

Annual EBC Raffle

- The EBC Raffle drawing will be held on Thursday, December 8th at the STEM Potluck. Mr. Yakubovsky will reserve the room for the Potluck dinner and drawing. Kevin will work on the prize donations/purchases. A booth will be set up at the EXPO to sell raffle tickets.

Mike Yakubovsky: School of Engineering monthly report

- The special education wall built by the STEM students has been completed and a ribbon cutting ceremony was held.
- Mr. Yakubovsky will apply for a grant to pay for a cargo trailer and vehicle wrap.
- Parent volunteers are needed for the after school labs – no experience needed.

New Business

- The next EBC General meeting will be November 15, 2011, due to the Thanksgiving Holidays.

Adjournment

- Meeting was adjourned at 8:20 pm.

