

Meeting Minutes - Farmington Friends of Robotics
DRAFT-September 14, 2016 - Farmington Public Library, 7:00PM

MEMBERS PRESENT: Charlie Bald, Tim Barron, Jean DaSilva, Trevor Deming, Patti Gonzalez, Michele Hall (late), Mark Hofmann, Melinda Krusz, Christine McCluskey, David McCluskey, Lisa Nollman, Marybeth Petersen, Scott Petersen, Linda Scalzo, Richard Scalzo, Mahalakshmi Swami

Meeting called to order at 7:04 by Linda Scalzo.

APPROVAL OF THE MINUTES:

VOTED: To approve the minutes of the July 19, 2016 meeting. One typo noted and corrected. (McCluskey, C.-Krusz, M.) Motion passed unopposed.

PRESIDENT'S REPORT (Linda Scalzo):

Linda gave the following updates:

- The website now has a “donate online” button.
- We have enrolled in “*Amazon Smile*” which is a program that donates a percentage of purchases made online to FOR. A link to Amazon Smile is also on the website.
- The public is invited to an open forum on Saturday, September 17 to share input on the proposed renovation of Farmington High School. Linda encouraged participation by our members.
- On September 8 Linda met with Vince Lafontan, FPS Business Administrator, and Dr. William Silva, FHS Principal, to introduce FOR, share our group’s purpose, short-term, and long-term goals. At that meeting Vince shared the district’s desire to create a “vertical team” to create pathways for students to study computer science, robotics, engineering, and other STEM courses.
- Linda shared that the district has approved a requirement that all volunteers involved in school-related functions receive a background check before being allowed to volunteer. Depending upon the level of involvement the paperwork varies. A “Level 1” volunteer would have limited student contact and only needs to complete a one-page application for a district-sponsored background check. Tim Barron clarified that “Level 1” volunteers do not require any paperwork because they would not be alone with students. “Level 2” volunteer (direct student involvement such as driving a carpool, chaperoning at raffle ticket sales events, chaperoning field trips, etc.) would require filing two applications with town hall: the district-sponsored background check and a Dept. of Children & Families (DCF) background check. The paperwork does not take long to complete but is mandatory for volunteer participation to be approved. Discussion surrounding the use of FIRST’s VIMS site background checks instead of the district-sponsored one. Lisa said Jr. FLL has been approved to use VIMS instead. Tim will be asking for the same approval for the high school team as a way to eliminate one step for volunteers. Linda will email forms to those at tonight’s meeting and make them available on the website. Linda, Tim, and Michele will continue to work on ways to make this process easier.

TREASURER'S REPORT (Christine McCluskey):

- July 1 balance on hand was \$2,177.82. Income was \$40.00 from two new memberships. Expenses and fees were \$451.43. Balance as of August 31 was \$1,766.39.
- Christine filed the required 990 form with the IRS.

CURRENT BUSINESS:

MEMBERSHIP (Marybeth Petersen and Lisa Nollman):

- We have 3 new members since August 22nd.
- A letter of introduction was sent to all FPS school administrators at the end of August. Hopefully some will choose to make donations and become members.
- Lisa sent a letter of introduction and a copy of the membership brochure to Jr. FLL parents to encourage their participation.
- Lisa shared that Jr. FLL has an event on December 1 from 6:00-7:30PM at WWUES Cafetorium that would be a good way to introduce FOR to those parents. Linda said one of the officers will attend to make a presentation and encourage members to sign up.

COMMITTEE UPDATES (Linda Scalzo):

The club still needs committee chairs and members for the following committees:

- Public Relations
- Volunteers
- Finance (need at least one more member)
- Raffle
- Fundraising

RAFFLE PLANNING (Christine McCluskey and Linda Scalzo):

- We need at least 4 committee members to work on the raffle planning.
- The application and filings are the first step in the process and could be filed as soon as the beginning of October.
- Patti volunteered to secure raffle ticket selling locations again this year. She will work with Christine and Linda to plan dates and locations.
- We must have parent volunteers at locations when selling takes place. Jean, Kevin, and Melinda volunteered to help recruit volunteers.
- Tim suggested using the last team meeting of December (the 21st) as the date to draw the raffle winners.

COACHES' REPORT (Tim Barron & Michele Hall):

- The high school team officers met recently and planned out the meeting schedule for the year as well as set team goals for the year.
- Officers planning meetings are scheduled through May.
- New parent meetings will be held on September 30 and October 1; parents and students need to attend at least one of these dates. FOR will have a presence on these two days in order to recruit new parent members. All registration information and payments will be collected at these meetings to make the process easier for everyone.
- Food and field trip money will continue to be handled through the town hall.

- Unionville Festival will be September 25. FOR and The Enforcers will have a table set up
 - Lisa asked that Jr. FLL join FOR and the team table this year; Tim said he will be sure that will happen this year.
 - Linda, Mahalakshmi, and Trevor will attend as parent chaperones.
 - The team is looking for more student and adult volunteers.
 - Lisa asked if we could have a flyer specific to business sponsorships for use at that event. Mark, Linda, and Rich will work together on that.
- The Maker Fair will be held on October 8 at Tunxis Community College. The high school team, Jr. FLL and FLL will all have a presence there. Scott committed to attend most of the day. Other volunteers are needed to help at the event.
- The team pasta supper will be held on November 4 at FHS.
- Barnes and Noble in Canton will host a mini maker fair on November 5.
- A Dream First event will be held at Lake Garda Elementary School on November 18.
- Tonight's veteran member meeting was well attended – there were 41 students! The first new member meeting will be held on September 21 from 3:00-4:00 at FHS.
- Michele shared that sign up for FIRST events begins next week. The team officers have a plan for which events they would like the team to attend.

NEW BUSINESS:

Richard shared that we now have a new URL: *FarmingtonFOR.org*

NEXT MEETING:

Wednesday, October 12 at 7:00PM at Farmington Public Library.

Meeting adjourned 8:09pm.