PRESENT: Karla Baeza, Tiffany Choate, Tracy Cowart, Janie Kenney, Carrie Polonsky, Missy Rod, Monika Stilwell

Missy started meeting at 7:03 pm.

President’s Welcome

1. Welcomed new Executive Board Member, Secretary Tiffany Choate (Golf Company)
2. Recruiting for Special Projects Co-Chair
3. Reminder: for MMAPO and Company Mom events, Keep Kristin / MMA Informed of Plans & Activities

Current Business

1. Treasurer’s Update
	1. Accounting:
		* Checking $ 56,858.71
		* Savings $ 3,236.08
	2. Budget Committee Members: President, Treasurer, and two general members: Nicole Browne and Ron Eichorst.
		* First committee meeting planned for November 9th.
		* Final Budget to be presented to membership for approval at General Meeting on December 6th
	3. Federal Tax Return and Sales Tax Update.
		* Confirmed that MMAPO does have to pay sales tax on the Merch we sell.
		* MMAPO does not have to pay sales tax on items we procure (501c3)
2. Battel of the Barracks Update
	1. 2021 Campaign Highlights
		* Raise $71,600 for the benefit of all MMA Cadets
		* 225 Donations by 181 different individuals
		* 21 Individuals donated > $1,000 (all 5 companies represented)
	2. 2021 Lessons Learned
		* Shopify is a great interface to market / sell merchandize and collect donations; individuals did submit checks
		* Desire to see “Real-Time” updates not supported by Shopify Technology (To be evaluated for future use)
		* Update marketing plan to clearly list BOTB Rules e.g. general confusion on donor count Vs membership count
	3. Volunteer Committee coordinating Thank You Notes by Cadets
3. Merchandizing Update
	1. Parents Weekend sales yielded $3400. Kudo’s to the Merch Team and Volunteers!
	2. Requesting capital investment to procure shelving units with wheels for the MMAPO Room
		* 8 to 10 Units @ $150/ unit ($1200 - $1500)
4. Special Projects:
	1. Houston Football Game – Tailgate; ($600 Budget)
		* Event Canceled, no budget expended
	2. Birthday Ball Plans – Photo Booth ($900 Budget – Provides Photo Booth, Costumes, etc)
		* Photo Booth did not work, negotiations on-going, vendor expects to be paid
		* Karla pulling together documentation to contest payment
	3. Military Appreciation Lunch (Annual Event) – Nov 12 (~$700: ~35 pax @ $20/pax)
		* Missy Rod hosting, requested additional volunteers to join for lunch
		* Military Dept: DI, ADI, Ops, Medical

Future Business / Ideas

1. Cotillion is in the early planning stages (Budget ~$5000 to $7500)
2. 11th and 12th Grade Cadets
3. 2 to 4 Etiquette Lessons (Volunteer Teachers Needed)
* Table etiquette
* Conversational dynamics incl social media, eye contact and holding the door
* Importance of dress and appearance
1. Social Event “Meet the Dowlings” – invite only event for higher level doners to MMAPO
2. Carrie/ Missy to coordinate, Spring Semester Timing
3. Facilities Dept Recognition Event, shift to spring semester.
4. Water Bottles for use with new filtration system.
5. End of Year Teacher Appreciation (~$3500 to $5500)
6. Any Other New Business?

Thanks to everyone for being prepared enabling a smooth and efficient meeting. Next meeting will be a General Board Meeting on December 6, 2021 at 7:00 p.m. Please make every effort to attend.

Meeting adjourned at 7:35pm.