

Meeting #2

Date: January 20, 2019

Location: Residence of Maximilian Goetz (President of Robotics for All)

Attendees: Maximilian (President), Garrett (Vice President), Karina (Secretary), Jaimie (Director of Publicity and Recruitment), Tong Hui (Director of Curriculum), Sylvana (Board Advisor), and Yao Zou (Chairman)

Absentees: Cathy (Treasurer)

Present Non-voting Members: Dickson (Webmaster) and Nina (Photographer)

Amendment to Bylaws (estimated time 5 mins):

- Non-membership organization (Amendment III to remove sections 3.1., 3.2., 3.3., 3.4., 3.5., 3.6., and 3.7.)
 - Add a new section 3.1. so that only the board members participate in the legal affairs of the corporation
 - 6 approved, 1 absentee

Last meeting updates (estimated time 15 mins):

- Discussion about a curriculum committee
- Garrett and Maximillion - participated in DECA and did more organization
- Maximillion - \$1,500 raise through donations / fundraising
- Tonghui - made challenges and layout for Massachusetts and met with Jerry
 - Different Monta Loma curriculum for 2nd graders
- Publicity

- Branding - interested in changing the logo
 - Nina created possible logos - robot and lego ideas
- Dickson - started working on the website and began researching
 - Team page (pop up on weebly)
 - Questions about legality and how donations should work
- Sylvana - created posters

Short Term Goals: 2019 (estimated time: 15 minutes):

- Establish a logo
- Get 2-3 new schools
 - Brophy Elementary School, Massachusetts
 - February 13 to prep the new schools
 - Legal work
 - San Miguel Elementary School, Sunnyvale
 - Possible candidates but enough / qualified?
 - Lakewood Elementary School, Sunnyvale
 - Club NGN at Gunn
 - Time commitment
 - No teacher to run the club
 - No teacher to go to the conference / competition
 - Unofficial club at school
- Mercury news once classes in sunnyvale have started
- Posters and ads for teachers
- Publicity once expanded to a Sunnyvale School

Long Term Goals (estimated time 10 minutes):

- Funding
 - NGN Club - run a camp over the summer to generate funds
 - Asking friends and family for donations

- Create a system on the website to try and apply for other schools to run the curriculum (make it more autonomous rather than having kids go through the board)

Fundraising Goals for 2019 (estimated time 5 minutes):

- \$50,000 by the end of 2019
- Short term goal for \$5,000
- Ask restaurants for a night of donation
- Asking for donations are tax deductible for the donors and faster than asking for grants
 - Can ask to match the donation from their company
- Marketing Campaign
 - Instagram account - create advertisements for it
 - Fliers to give out for events or to hang around school
 - Stickers or pins

Assignments and Tasks for Next Month (estimated time 10 minutes):

- Next meeting is around February 9th or 10th
- Publicity - make a logo
 - Advertisement
- Curriculum - compile curriculum assets
 - Create distribution ready files
 - Modify curriculum for a 60 minute class
- Create a calendar for the Robotics for All classes

Questions:

- Should we stick with using weebly for the website?
- Should we make merch?
 - How would we fund it / how will the teachers get it?
 - Will the cooperation fund it or have the teachers but it?

- How to verify whether or not the school is being run properly?
 - Should we have a designated member go visit all of the schools?
 - Possible solution: Set up a verification system
 - Possible solution: Interview the lead instructors and make sure that they are committed to running the curriculum for the whole session
- Who owns the equipment? What happens when the equipment becomes damaged / broken?
 - Possible solution: Needs to be reported within 24 hours and verified by a teacher
- Can we fundraise at Chipotle / other food establishment?

Total time taken: 1 hour and 6 minutes