**Meeting Agenda:**

* Mariner’s Game: how it went, and plans for future
  + Gigantic disaster
  + Took inventory, no one told there was a back room
  + No requirements, etc. from Aaron
  + Black pants, 16+
  + See how much we made, decide from there whether we do another
  + Put on hold
* No party - think up gifts for mentors - $10 from each board member, due by next exec meeting. Give this to Kevin.
* Go through roles
* Discuss w/ DoE and build leads + John about plans to teach next year
* Finalize summer plans, are we still doing t-shirt cannon, or something else
  + Wants to save for other stuff
  + Scaling....for testing robots [prototyping]
  + T-shirt cannon
* Draw up a potential timeline for fundraiser next year
* Ask Matthew to connect google calendar to calendar on website
* Miss more than 3 meetings = kicked (w/o a valid reason)

**Attendees: Chris T., Richard Z., Jeffrey G., Shelby S., Daniel W., Shashank M., Andrew W.**

**Secretary (Kevin):**

* Place the check-in laptop on the desk, 4 digit PINS for everyone
* Read the directions on the Skyline website about how to do meeting notes
* Attend all exec meetings & as many normal meetings as he can so he can actually do meeting notes and exec meetings … you must find out what happened at meetings you didn’t go to also
* Start uploading meeting notes as “blog posts” and learn/do the meeting updates on the website <https://www.spartabots.org/meetings> (ask Matthew for admin privileges also)

**Treasurer (Jasmine):**

* Transfer all files from treasurer account to normal account
* Talk to Matthew about getting website form for website onto the normal account rather than treasurer account
* Make sure wheels for table get ordered, and the two new build kits get here from Mr.Wilson
* Draw up a spending plan for next year - keep in mind we need new metal, ask Levin to talk to Ryerson for us

**DoE (Lucas):**

* Draw plans for t-shirt cannon, if it’s still a thing
* Start making plans for how to teach upcoming members how to do the basics - please ask Annette about the “plan”
* Be more involved with making the mini bots

**DoC (Shashank):**

* Make sure we get into farmer’s markets
* Do what you can about salmon days
* Find out ways we can reach out to incoming 9th graders (present 8th graders) at middle school robotics … Richard and Annette both have contacts
* Brainstorm ways we can put on a Intro to Robotics kind of day in which they can find out what we’re about
* Message Liberty and ask about their t-shirt cannon design

**DoF (Andrew):**

* Draw up a timeline for Fundraising
* Find grant opportunities (look to get at least 2 by next week, we want to apply to as many as possible) … look online ie. Boeing, Microsoft, etc.
* Do at least Boeing’s by the start of school next year
* Organize trips to send people to local businesses like ACE and Home Depot to ask them to donate parts (2 weeks)

**Build leads (Jeffrey, Haotian, Chris):**

* Brainstorm w/ lucas about how to teach next year

**Software Lead (John):**

* Brainstorm how to teach students next year for how we code, and begin organizing software meetings for next year
* See from Matthew if he can teach you how to operate the website

**Safety Lead (Shelby): --**