



## **Agenda of an Auction Fundraiser Planning Meeting**

**Friday March 15, 2019**

The auction fundraiser committee meeting for Hayden Canyon Charter School is scheduled for Friday, March 15, 2019.

The committee meeting will begin at 1:00pm.

**Location: Spoelstra Family Chiropractic, 214 W Sunset Ave, Coeur d'Alene, ID 83815**

- I. Open the Meeting 1:00pm**
- II. Appoint secretary for meeting**
- III. Committee Check-Ins**
  - A. Ticket/Table sales: Hannah
  - B. Live Auction: Laura
  - C. Silent Auction: Allie
  - D. Sponsorship: Danielle
  - E. Ron Handler: Amy & Joshua
  - F. Decoration/Theme/Display: Becca & Liz
  - G. Presentation: Abbie
  - H. Auctria System: Bridgette Dahlstrom
  - I. Day of setup/coordination: Becca & Liz
  - J. Tear down/unclaimed donations:
  - K. Printed Materials: Jen
  - L. Raffle: Laura
  - M. Marketing Strategy: Danielle
- IV. Confirm all able to access Google sheet via shared doc and view only link**
- V. Confirm next meeting date and time**
- VI. Adjournment**