

# HAUNTED HOUSE MEETING MINUTES

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## RICHLAND ELEMENTARY F.O.R. Club

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**Date:** September 18, 2018

**Location:** Cafeteria

**Meeting Called to Order By:** Randi Montoya

**Time:** 6:00 pm.

**Executive Board Attendees:** Randi Montoya; President, Angela Brown; second Vice President, Breena Hope; Secretary, Samantha Mayberry; Treasurer.

**Attendance:** Quorum is present

**Minutes:** no minutes read or accepted.

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Introductions are made by the board and the quorum.

### Officers' Reports

- Announcement that a chairperson is needed to coordinate haunted house.
- Room parents will be under them getting volunteers to run the days of.
- It is split between the four 5th grade classrooms. Themes:
  - Thompson: Graveyard
  - Mendiola: Maze (Maybe clown?)
  - Nash: Haunted Hospital
  - Rose: Haunted Pumpkin Patch
- The cafeteria will be available for decoration either Wednesday or Thursday (that week is parent teacher conferences).
- The most help will be needed with set up and tear down. (Cafeteria needs to be clean by Monday)
- Chair person needs to either assign someone to or needs to contact 6th graders to run the

Saturday show.

- Friday night show is 6:00 - 9:00.

### **Old Business**

- Kim Klimas to chair Haunted House.

- Tessa Page to co-chair Haunted House.

### **New Business/Agenda**

- Discuss possibility of parents to come in on Monday, the 15th and go through the supplies.

### **Action Items**

- Check with Julie about whether or not we can use clowns.

- Check with Pam Taylor for the blueprint of the haunted house layout.

- Find out when the cafeteria is accessible on Wed/Thurs/Fri.

### **Discussion**

- Parent offers information that there are usually two shows; a non- scary show with lights and no surprises and a scary show with no lights and actors jumping out. Usually there are two lines and they just alternate.

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**Meeting Adjournment:** 6:35 pm.

**Minutes Compiled by:** Breena Hope