



REPORT

From the office of the...

CLAY Coordinator

TO: Members of the Executive Board
FROM: Natasha Sandhu
SUBJECT: CLAY, Report #1
DATE: February 16, 2014

UPDATE

The foundation has been set for the rest of the planning process. During the month of January, the planning team was assembled, the general information held. Committee meetings will be starting promptly in February, and all goals of this year's conference are on target.

Recruitment:

- This year we will continue to collaborate with the HWDSB to grow the 'Sponsor a Delegate' program that was started last year. This year's goal is to have 15 students sponsored.
- Schools in the Golden Horseshoe region are the main priority for Recruitment Coordinators

Events & Sessions

- Some changes have been made to the schedule, such as removing one of two speakers and making changes to sessions
- Sessions are currently under review for relevance, Session Coordinators will be proposing new topics that may be useful to conference delegates

SERVICE USAGE

As we are still in the early stages of the planning process, we have been spreading the word about ways people can get connected with the conference on social media.

PAST EVENTS, PROJECTS & ACTIVITIES

- First Planning Team Meeting – January 26
- General Information Meeting – January 31

UPCOMING EVENTS, PROJECTS & ACTIVITIES

- Committee Meetings – weekly basis starting the week of February 3
- Coffeehouse fundraiser – week of March 3

BUDGET

I am in the process of finalizing my draft of the budget. I have also set a fundraising and sponsorship goal of \$7,500.

CURRENT CHALLENGES

SUCSESSES

I am pleased with the Planning Team that I have assembled. There is a evident mix of those with and without conference experience. The Planning Team consists of individuals that I believe will be hard working and integral in reaching the goals of this year's conference.

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