

Asha Atlanta General Meeting, 13th March 2017

For execs

1. Fill up and submit the running liability forms: <https://drive.google.com/drive/folders/0ByXtLyDhrWPMLUxwLXpKTUVCT0k> - scroll down to see 2 PDFs liability, and waiver instructions, Possibly print on Central-PS, bring to weekend run-sign and take picture for records?)

Print the forms and get them signed before runs - Shashi

1. For running -
 - a. GT Pi mile telling runners/volunteers to make a team: Name chosen to register - "AshaGT"
 - i. Post in Asha FB page
 - ii. Personal Contact
 - iii. Send email to runner group and volunteer list
 - iv. Email to SAA
 - b. For Pi mile- donation page or not?
 - c. Add a new group page for Pi mile race

E-mail GT Alumni Association for Team Name - Arka

1. T shirt
 - a. Ordered and Shipped - Should be here by Thursday
 - b. How to distribute?
2. SLS - DWS
 - a. Room for SLS booked for March 16th, Clary Theater, Student Success Center
 - b. Memento for panelists: Calendars - Ordered and Shipped
 - c. Info for panelists: Directions to theater, parking (explore options, contact success center and SLS if they validate parking), pickup?, dietary restrictions
 - i. Communicated and parking passes acquired
 - d. Start FB marketing - Keep sharing on your wall and inviting friends
 - e. Panel Discussion Topic
 - i. Women in STEM: Representation and Work Environment
 - f. Marketing
 - i. FB event page
 1. Cover photo, sharing in all groups and walls.
 2. Regular updates on the panelists
 3. FB groups
 - a. Music group - Anish
 - ii. Fliers - Done
 - iii. Poster in front of SLS office - Done
 1. Elsewhere? - Could not get SC banner space :(
 - iv. Ask partner organizations to send emails to their lists - On the process
 - v. Emailing various communication sources: Melissa Moore (done), weekly digest (done), daily digest (done), other women organizations (on the process).

- a. Catering - Papa Johns
 - b. Moderator - Anusha and Adwait
 - i. Will have a mock panel discussion session today
 - c. Distribution of Swag
1. New Year Celebration
 - a. Name
 - i. Ugaadi - A South Indian New Year Celebration
 - ii. Yuga Aadi - A South Indian New Year Celebration
 - iii. Hosa Varsha - A South Indian New Year Celebration
 - b. Ticketing page should be up - Geet?
 - i. Gatech ticketing option - Techstuff
 - ii. Ticketpeak - \$ 0.68
 - iii. TicketSpice
 - c. Marketing should start by end of the week
 - i. FB Cover Photo and write-up
 - ii. Fliers
 - iii. Posters (5' X 6')
 - d. Sponsorships for food
 2. Publix Marathon
 - a. Distributing t-shirts
 - b. Cheering
 - i. North Ave
 - ii. Techwood Dr.
 3. Burdell's Award Applications
 4. Inventory Location to Logistics Committee.