

Draft Events Committee Minutes

October 9, 2015

- I. Called to order at 10:32 by Jerry Harkleroad
- II. Attendees:, Jerry Harkleroad, Arnold Kern, Kathy Shoemaker, Chris Steele
- III. Sept 14 2015 minutes were approved as corrected
- IV. Business Items:
 1. 2015 Picnic Bellevue Botanical Gardens
 - a. Request for reimbursement for expenditures has been submitted by Jerry
 2. 2016 Picnic Bellevue Botanical Gardens
 - a. Date reserved: Tuesday, August 23, 2016 from 10 a.m. to 3 p.m.
 - b. Jerry has reserved all three sections
 - c. Jerry has made deposit of \$262.50; the additional rental fee of \$262.50 plus a \$500 damage deposit will need to be made by July 22, 2016
 3. 2015 Holiday Party December 9 from 12-2 at VFW Hall on 148th
 - a. Rental \$320 + \$500 deposit paid by Chris Steele; reimbursement has been received. The \$500 refund of the deposit will be made directly to TSO.
 - b. For planning purposes, estimated cost to cover expenses \$20/person and 90 people attend; Jerry will discuss costs, donations, TSO contributions at next TSO Council meeting.
 - c. Catering: Jerry is looking at Poppinjay's and one other source
 - d. Decorations: Susan Wilkins will coordinate
 - e. Tessa Viamonte, Carole Maynard's granddaughter, has volunteered to take pictures
 - i. Jerry will talk to Carole Maynard and Tessa and confirm their understanding regarding her contribution as a portrait/roving photographer
 - f. Promotion:
 - i. Sue Black will be asked to create a save-the-date flyer and TELOScope mention
 - ii. Signage (arrows) will be needed
 - g. Name tags will be provided
 - h. Jerry and Susan will develop detailed event plan for November 13 meeting
- V. Meeting adjourned at 11:02 a.m.