

Events Committee Minutes. Friday, June 16, 2017

Meeting called to order 9:33 a.m.

Present: Jerry Harkleroad, Chair; Steve Denison; Susan Wilkins, Jordan McCabe

Absent: Monika Hall, Bryan Leyton, Chris Steele

May 19 minutes approved.

Recap on elections

85 students voted

The top vote-getters received 83 votes

The lowest vote-getter received 78 votes

- much more participation than last year
- the location under the stairwell was a big reason for the success
- & we had an active group manning the table

Next year the sign should just say TELOS: Vote Today

Counting: Only 14 ballots did not check all the boxes. So, next year, separate out the complete ballots and count them. Then add in the partial ballot counts.

Picnic

Date: August 19, 2017 11:30 to 2:00

set up begins 9:00

We have the site until 3 or 4 p.m.

Caterer, Susan Megan fell and broke her hip: may not be available.

Jerry has left a message for Susan; she has not yet called back.

Jerry has an alternate caterer in mind

Classic Catering, Mudd McHugh.

Action: Steve will get right on this & call Mudd.

Signage: Steve has the picnic signs all done

Parking: There's plenty of parking

Volunteers: **Action:** Bryan will coordinate the volunteers.
The tables are all set up already.
Tables are round, so we can't use our table cloths.
Think about ideas for a colorful centerpiece.

Caterer does not want to stay and serve; just set up.
We can keep food on the serving tables. The caterer will return to pick up the empties.

Publicity: **Action:** Jerry will arrange for Virginia to publicize the picnic on the website and send e-mails; Sue Black will do a flyer. Also, arrange for class hosts to make an announcement and/or hand out a flyer at the last summer class. Last summer class is August 17.

Last year we had 115 attendees. We'll seat 8 to a table. That's 15 tables.

Instructor Appreciation

We're putting on two of these events.

First one in September.

Second in Spring some time.

Action: Chris will contact the instructors to ask what they liked or not last year.

Holiday Party

The VFW hall is reserved.

Action: Jerry will research the necessary paperwork to inform BCC that we're having an event.

Meeting adjourned at 10:01
Next Meeting Friday, July 21, 2017 at 9:30 a.m.

Respectfully submitted,
Jordan McCabe