

Minutes 6-14-2014 Sectional Planning

Meeting called to order by President, Sheila Latus.

Present: Nancy Scott, Jean Jantz, Sheila Latus, Art Foeste, Jill Roberts, Hazel Turner, Mariam Saner.

Mariam asked to keep minutes.

Primary business, the summer sectional...

-food- the food committee reported on their meeting, breakfast and snack planning. Fruit to be prepared by Jean for the morning .. Other morning food to include donuts, pound cakes. Nancy to prepare vegetable trays for the afternoon, including dips. Other snacks, Mexican dip, tortilla chips, candy and cookies. Art will coordinate the drinks.

Lunch will be pre ordered through Albertsons, 15 of each..Ham, Roast Beef, and Turkey, per day. The charge will be \$6.00 and will include a drink. Sheila and Liz to sell the sandwiches in the mornings before the game, Sheila to prepare an advertisement for the hostess table.

-supplies- Art will visit the Pavillion storage and create an inventory of supplies determine what is needed and will buy what is needed (this primarily for the Unit Games), for the sectional Hazel will buy needed supplies, including trays, and small plates, etc.

-partnership desk-Art to manage the partnership desk.

-future planning- Mariam to put together a project book for future events...Hazel will carefully track food needs for future sectionals, so it can be used as a template. Project book also to include planning segment, flyers, etc.

-tables- Art will coordinate with Lee on picking up the tables to be used for the sectional.

-report to the convention center to begin set up by 8:15 AM...Friday and Saturday. Mariam and Ken will be absent on Friday due to personal matters.

Meeting was moved adjourned by Jill, seconded by Jean. All agreed, meeting adjourned.

Minutes respectfully submitted for consideration and correction,

Mariam.