

Event Committee Meeting Minutes

April 3, 2023

Catering options:

- We will price both food trucks and traditional catering to see which will be more budget-friendly to keep ticket prices down.

Decorations:

- Those present felt more comfortable letting Toni head this up.
- Amber volunteered to look into centerpieces.

Music/Entertainment:

- The committee would like to use a live band if it is possible within our budget.

Sponsors:

- With the time available, the committee thinks it would be best to simplify the sponsor recognition.
- The committee would like to continue this conversation when Sage can be present (he was not able to attend this meeting).
- There was a question as to who checks are to be made out to, and Amber was able to receive clarification from Emma that they should be made out to the commission.
- The committee believes that potential sponsors should be allowed to choose between a monetary sponsorship or donating items for our silent auction in order to increase the number of sponsorships and variety in auction items. Sponsors can also choose to do both.

Other Celebrations with the Gala:

- The committee agreed that the brick awards and essay contest should be separate from the gala.

Budget:

- We discussed that the commission voted during the last meeting to increase the gala budget to \$7,000 to help make it something special and unique as not all committee members were able to attend that meeting.
- Now that we have a go-ahead for the use of the Armory, we need to start tracking what we are spending to help us stay on track with our budget. I will ask Emma at my training what the space is costing us.

Next Meeting

- Monday, April 3, at 5:15 over Zoom
- Zoom Link: <https://us06web.zoom.us/j/86484698268?pwd=cDByd0FzMkNVZDhLa20vdCtsbUJpQT09>