

Event Committee Meeting Minutes February 27, 2023

Gala Location Discussion

Armory is the preferred location - will need to vote on with the commission

We would have access at noon, need to find out when we would need to be out of the building.

Gala Theme Discussion

Three themes to bring to the commission for a vote and discussion:

- *This Place Matters*
- *Rising from the Ashes*
- *Wild West*

Catering Discussion

Plan for 140

Need to count the volunteers, band, and award winners when figuring numbers for food as well as ticket price.

Food trucks or catering?

Food trucks = use high-top tables rather than large round tables

Catering = Classier feel with a sit-down meal

The timing of events may need to change pending catering decisions

Music/Dancing Discussion

Live band over playlist if possible.

Can the band donate their time to avoid increased ticket prices?

We could add a tip jar to the stage.

Museum Involvement Discussion

Once we know the theme, are there items that the museum would be willing to put on display at the Gala?

Items would match the theme to let guests see what the museum does and its importance

Should we reinvent the Silent Auction Discussion

Include items and experiences

Brewery Tour

Taste of Brighton

Drink and Pizza

Advertise items on Social Media to increase interest

All online transactions need to go through Eventbrite - can we add another online option for the auction?

Student Essays Discussion

Museum Essay Writing Contest?

- With Brick Awards?
- With the Gala?

Save the Date/Invitations

Save the Dates will go out at the end of March/beginning of April once we have finalized the theme

Formal invitations will go out one month before the event

Valerie will handle the graphic design of both

Other Thoughts

Should we do the brick awards separately from the gala?

- Every other year?
- Every year?
- With Gala or separate?
- Recognize with City Council instead?
- Not combining these events would mean fewer comped tickets

Gala Sponsors

- Three tiers of sponsors?
- First level - ?, Second level - first and ?, Third level - first, second, and ?
- What would we call these levels
- What would be included in each level?
- Sponsor list in the program
- Advertisements in presentation
- What else?
- The largest sponsor given the name of "Title Sponsor" or something similar

Next Meeting

Monday, March 20, at 5:15 over Zoom

Zoom Link: <https://us06web.zoom.us/j/86484698268?pwd=cDByd0FzMkNVZDhLa20vdCtsbUJPQT09>