



## Social Committee Meeting

### MINUTES

OCTOBER 5, 2017

7:00PM

CLUBHOUSE

MEETING CALLED BY	Charri Stewart
TYPE OF MEETING	Social Committee Meeting
FACILITATOR	Charri Stewart
NOTE TAKER	Kelly Wauls
TIMEKEEPER	Charri Stewart
ATTENDEES	<p><b>Social Committee Members:</b></p> <ol style="list-style-type: none"> <li>1. Charri Stewart</li> <li>2. Laurie Efremidis</li> <li>3. Karen Loewen</li> <li>4. Brittany Meadows</li> <li>5. Vonny Talley</li> <li>6. Kelly Wauls</li> </ol> <p><b>Neighborhood Guests:</b></p> <ol style="list-style-type: none"> <li>1. Shawna Mease</li> </ol>

#### Agenda Topics:

40 MINS.

HOLIDAY PARTY

CHARRI STEWART

DISCUSSION	<p>The meeting started off with a discussion of the Holiday Party and the pros and cons of having the Holiday Party offsite or at the Clubhouse. A final decision on the location for the Holiday Party has been tabled until all quotes are received and the Social Committee makes a final decision by Friday October 13<sup>th</sup>.</p> <p><b>Clubhouse:</b></p> <ol style="list-style-type: none"> <li>1. If the Holiday party is held at the Clubhouse and the back doors are open to the pool, heaters will need to be rented and a lifeguard will be needed due to the pool not being drained and/or covered by December 2.</li> <li>2. Capacity of the clubhouse is 220 people.</li> </ol> <p><b>Offsite – Café Caturra</b></p> <ol style="list-style-type: none"> <li>1. The Social Committee has budgeted \$3K and is waiting for the final quote and the capacity from Café Caturra. We are expected to receive within a few days.</li> <li>2. A shuttle or some form of transportation would be an additional cost.</li> </ol>
CONCLUSIONS	<p><b>Clubhouse:</b></p> <p>The Social Committee is acquiring quotes and estimates for catering, DJ, and décor.</p>

	<p>Shawna Mease is acquiring quotes for tables, chairs, tents, and outdoor heaters by which should be completed by October 13th.</p> <p>If the decision is made to have the event at the clubhouse, then a tent may be placed in the front of the clubhouse to allow for more flow.</p> <p>Neighborhood volunteers will be needed for cleanup and tear down after the event. If no volunteers are available to help, the Holiday Party will be off-sight.</p> <p><b>Off-site – Café Caturra:</b></p> <ol style="list-style-type: none"> <li>1. The social committee will price out a shuttle or some form of transportation from the neighborhood to the event, which would be an additional cost.</li> <li>2. The social committee will price quote a scaled back the menu to appetizers and desserts.</li> </ol>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Charri will follow up with the committee with details from Café Caturra and Shawna for quotes on Thursday October 12 <sup>th</sup> . The social committee will decide on the location and announce at the next social committee meeting Nov. 2 <sup>nd</sup> .	Charri Stewart	Oct. 12 <sup>th</sup>

60MINS.

FALL FESTIVAL

CHARRI STEWART

DISCUSSION	<ol style="list-style-type: none"> <li>1. Discussed budget of \$1,500 for the event.</li> <li>2. Sponsors and final arrangements/logistics for the Fall Festival Event. <ol style="list-style-type: none"> <li>a. Food trucks</li> <li>b. Activity and sponsor signs</li> <li>c. Chili Cook-off Contest</li> <li>d. Children’s Costume Contest 4pm</li> <li>e. Cookie Decorating</li> <li>f. Pumpkin Decorating</li> </ol> </li> <li>2. Brittany -Information for neighbors will posted on the HOA Website and through Facebook.</li> </ol>	
CONCLUSIONS	Laurie E. will create a google doc to be shared with the committee and all members to sign up for miscellaneous items needed for Fall Fest setup. Directional signs will be made from pallets and sponsor banner created by United Solar.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Committee members will come together on Sunday Oct. 15 <sup>th</sup> at 1pm to setup.	All committee members	-----

5 MIN.

MEETING CLOSE

CHARRI STEWART

DISCUSSION	Next meeting to be held on November 2 at 7pm at The Rountrey Clubhouse
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