

## Fund development meeting minutes – 10/12/24

In attendance: Linda Scutt, Pam Geisel, Pegeen Laughlin, Moira Laughlin, Jerry Sutton, Caroline Mullin

1. Preparations for Square Dance:
  - a. **Food and Drink:** Caroline can get a ½ barrel of hard cider that serves 150 people for \$150. After a discussion, the group decided that we should get a small (pony) keg of beer. Caroline has lemonade and water to bring. She also has plates, utensils, cups and napkins. She will also get some snacks at Costco or Aldi's.
  - b. **50/50** – we will have a 50/50 raffle at the dance. It can be at the entrance where folks buy their tickets or extra drink tickets – which will be \$5/apiece.
  - c. **Theme and colors:** Caroline will get yellow bandanas for volunteers and we will also have name tags for volunteers. The theme is western and autumn. Pam will work on signage for the gym. Caroline will set up a photo booth.
  - d. **Layout** – we will use one door for entry unless there is someone who needs a ramp entrance. There will be tables for refreshments and the auction baskets arrayed around the outside of the floor.
  - e. **Publicity** – Linda will contact WYSO to promote the dance.
  - f. **Silent Auction** – We will set up the baskets on **October 22** at the center at **1:30**. **All auction items must be at the center by the 22<sup>nd</sup>**. Caroline and some other center staff (Pam?) will handle the bidding forms and the cash out.
  - g. **Raffle** – we will pull ticket for the raffle at the dance. The tickets are one for \$10 and 3 for \$25. Prize is a “date night” of a \$200 Winds gift certificate and tickets to the Springfield Symphony.
  - h. **Corndrinkers Band** – Linda says the band does not need anything special. They believe the gym can handle 4 or 5 squares of dancers.
  - i. **Assignments:** Pegeen said she would stay by the auction items; Paul and Sue will do the beverages; Moira will maintain the food tables. We need folks at the door and check-in.
  - j. **Day of the dance** – prep the food trays; chill beverages; ferry all the food, drink and auction baskets to the Bryan Center; decorate and set up tables; clean up – Sue volunteered to coordinate some volunteers to help clean up.
2. Caroline noted that the final check from EBTH will be about \$2400.
3. Annual appeal has brought in about \$16,000 to date.

4. Young's follow-up – Jim Johnson should be following up with Debbie from the Children's Center.