

RESIDENT EVENTS AD HOC COMMITTEE MINUTES

MONDAY, JANUARY 2, 2023

Committee Members: Gary Attalla, Nancy Attalla, Barb Callaghan, Pat Crytser, John DiTusa, Denise Fell, Bonnie Gee, Debra Gluszczyk Zenon Gluszczyk, Candace Huetteman, Dan Liebner, Nancy Liebner, Linda Nickerson, Maryanne Nolan, Luann Nutt, Nancy Peters, Sue Perkins, Marla Pierce, Barb Vanover, Luann Nutt, Pam Reed, Ron Reed, Jean Perillo-Roman, Martie Shea, Cathy Styles, Judith West

TREASURY REPORT

Our current account balance is \$1,989.50. This does not reflect receipts from New Year's and/or the costs associated with same.

DANCES FOR THE 2022-2023 SEASON:

All dances have been scheduled - Dates are below.

The Committee voted to host the Halloween party on **Saturday, October 28th**. We will continue with a New Year's Eve Dance and Country Dance. The fourth dance theme has yet to be determined.

VANOVER EVENTS:

Resident Events will host **Karaoke Nights on January 21st, February 4th and March 4th**. There will be monthly **Pool Parties** as well, the first of which will be **January 7th**. Thank you to Barb and Don for all their hard work in making all of this happen!

FOOD TRUCK FESTIVAL:

The **Food Truck Festival** has been scheduled for **January 9, 2023**. The Committee is currently selling tickets to get an accurate count of persons planning to attend. However, we will be exploring other options to get head counts going forward.

FISH TRUCK:

The Fresh Catch truck will continue to be in the parking lot on **Thursday's from 9 to noon**.

DANCES/SET UP/CLEAN UP COMMITTEES:

At today's meeting it was suggested that the committee divide and conquer so that people can participate in either set-up or clean up.

Pat Crytser is happy to man the door at our dances, but asks that a committee member volunteer to steer attendees towards the table to check in.

Nancy Peters, Luann Nutt and Bonnie Gee will decorate the tables Barb Vanover will handle the stage.

Nancy and Gary Attalla will set up the photo area.

RESIDENT EVENTS PUBLICITY/SIGNS

Zenon Gluszczyk continues to take photos of our events and provide them to the Herons Glen Newspaper. It was suggested that a picture of the entire Resident Events Committee be taken to be submitted to the Herons Glen Newspaper. Gary Attalla will write the article.

Nancy Liebner will keep the LED sign in the lobby updated.

We will need another volunteer to send articles after each event to the newspaper.

Our next Resident Events meeting will be Monday, February 6, 2023 at 1:00 p.m. in Activities Room A

RESIDENT EVENTS CALENDAR:

UPCOMING RESIDENT EVENTS SCHEDULED DATES

FISH TRUCK: EVERY THURSDAY – 9:00 A.M. TO NOON

December 31, 2022 – Set up for New Year's Eve Dance at 10:00 a.m. (Saturday)

December 31, 2022 – Committee arrives at 7:00 p.m.; doors open at 7:30 p.m.

January 9, 2023 – Food Truck Festival/Ice Cream Truck

January 7, 2023 - Pool Party

January 21, 2023 – Karaoke

January 22, 2023 – Rita's Italian Ice

February 4, 2023 - Karaoke

February 22, 2023 – Set up for Country Dance at 10:00 a.m. (Wednesday)

February 22, 2023 – Committee arrives at 5:00 p.m.; doors open at 5:30 p.m.

March 4, 2023 – Karaoke

March 29, 2023 – Set up for "Oldies Dance" at 10:00 a.m. (Name of dance subject to change)

March 29, 2023 – Committee arrives at 5:30 p.m.

October 28, 2023 – Halloween Dance (subject to date approval by office)

Linda Nickerson, Chair/Secretary

RESIDENT EVENTS AD HOC COMMITTEE MINUTES

MONDAY, APRIL 3, 2023

Committee Members: Gary Attalla, Nancy Attalla, Barb Callaghan, Pat Crytser, John DiTusa, Denise Fell, Bonnie Gee, Debra Gluszczak Zenon Gluszczak, Candace Huetteman, Dan Liebner, Nancy Liebner, Trish McDarby, Linda Nickerson, Maryanne Nolan, Nancy Peters, Marla Pierce, Barb Vanover, Luann Nutt, Pam Reed, Ron Reed, Jean Perillo-Roman, Martie Shea, Cathy Styles, Judith West

NEW BUSINESS

- Charter has been re-submitted to the Board and we are awaiting their revisions to be returned to us.

DANCES FOR THE 2023-2024 SEASON:

The Committee voted to host the Halloween party on **Saturday, October 28th**. We will continue with a New Year's Eve Dance and Country Dance. The fourth dance theme has not yet been determined.

We will be pursuing the Dazzling Delrays for New Year's Eve. We have contacted them see if they are available. We await their response.

We have also been in contact with Ben Allen regarding our February dance and are awaiting his response.

Details for the theme and band for the March dance have not yet been determined.

FOOD TRUCKS/FARMER'S MARKET:

The **Food Truck Festival** has been scheduled for **April 24, 2023**. No tickets will be sold for this event.

Farmer's Market continues to be a huge success. Fresh Catch Fish indicated that his sales have double since the addition of the bread truck and fruit and vegetable stand.

OLDIES DANCE:

The Oldies Dance was a huge success! Many members of the committee have heard comments, such as "that was the best dance Herons Glen has ever hosted."

We still have some logistics issues to resolve, but they will be handled in meetings with Food and Beverage Manager, Janine Stepanich this summer.

SUMMER MEETINGS

The Committee felt that a May meeting is necessary, but June and July meetings may be cancelled. This will be determined at the May meeting.

RESIDENT EVENTS PUBLICITY/SIGNS

Nancy Liebner is doing a great job of keeping the LED sign in the lobby updated.

Our next Resident Events meeting will be Monday, May 1, 2023 at 1:00 p.m. in Activities Room A

UPCOMING RESIDENT EVENTS SCHEDULED DATES

EVERY THURSDAY – 9:00 A.M. TO NOON – FISH TRUCK & FARMERS MARKET

April 24, 2023 – Food Truck Festival

May 14, 2023 – Rita’s Italian Ice 4:30 to 7:30 p.m.

June 11, 2023 – Scoops 4:30 to 7:30 p.m.

July 9, 2023 – Scoops – 4:30 to 7:30 p.m.

October 28, 2023 – Halloween Dance

December 31, 2023 – New Year’s Eve Dance

February, 2024 – Dance Theme to be announced

March, 2024 – Dance Theme to be announced

Linda Nickerson, Chair/Secretary

RESIDENT EVENTS COMMITTEE MEETING

6/19/23

See attached agenda for more details

Attendance: Martie Shea, John DiTusa, Judith West, Cathy Styles, Marla Pierce,
And Denise Fell, Pat Cryster via Zoom (all voting members)

Others: Bonnie Gee, Nancy & Gary Attalla, Nancy Peters (prior members reapplying) and Peter Overs & Karen Mars (HGRD Board members present as residents)

Application for Membership: The applications were distributed to the above members wishing to return to the committee. Peter informed the group that a call for new members will be publicized and then the Board will vote on all the applications at the 7/19/23 HGRD Board meeting. Peter requested a list of committee duties and requirements be made available ASAP in case an applicant asks, or the board needs the info to screen applications. Martie and Denise will complete the lists they have already started for this purpose. Barbara Vanover, former member, has volunteered to write out procedures for a Golf Cart Rally.

Temporary Committee officers: Resident Events committee needed interim officers and had a quorum of original members so we decided Martie will chair, Cathy will continue as treasurer and Marla will be recording secretary.

Summary of Meeting with HGRD Board: Martie informed the committee that there was consensus on the following issue. For each dance sponsored by our committee, committee members may reserve tickets in advance, but the entire committee will be limited to 10 tables. Each member must bring the names of their table mates (residents) and their account numbers to the meeting prior to the date of advanced ticket sales. If a member needs additional tickets, they will need to stand in line on the day the tickets are made available to the rest of the Glen. It was decided that residents will take precedent over non-residents.

Treasurer's Report: Cathy informed us that our current balance should be \$8221.69 as the Ben Allen dance netted \$1616.00 and the Dazzling Delray's netted \$3545.95. However, all these funds were returned to the HGRD operating budget as the committee did not spend it prior to the 4/30/23 deadline. This

deadline was formerly in September. Martie recommended that the committee not spend any money on supplies until we have further clarification.

Discussion on Loft Storage: All items stored must be in bins if possible and the label should indicate contents. Anything stored in the loft is for the use of all residents. We discussed possible ways to manage items that are loaned out and how to keep them organized. Karen M is slowly working through the items and committee members may volunteer to help. If we label a bin with Resident Events name, it would only be for ease of locating items and not ownership. Peter advised that no items should be stored off-site on individual member's property.

Ballroom issues: The new dining room furniture is temporarily in the ballroom and that limits capacity to 256 if the configuration remains as is. Table placement and duration are dependent on the timeline for the dining room renovation. That is still to be determined. If it remains as is through Halloween, then round, square and rectangular table clothes will be needed, and our potential profit will be impacted by the reduced capacity.

Member expectations and job descriptions: General discussion around all the items listed on the agenda (attached.) It was decided to hold further discussion on assignment of jobs until after we have our new committee members assigned and present. Peter did inform the committee that our insurance policy prohibits residents from climbing ladders on HGRD property. How that would negatively impact the decorating process was discussed. No solution was reached at this time and the issue will need continued problem-solving.

Food truck and ice cream truck visits over the summer were discussed. With the upcoming road repairs and lack of committee volunteers, it was decided to cancel all trucks for the summer.

With the retirement of Dan in maintenance, Nate will now be our contact person. The committee must communicate with Nate, in writing, 2 weeks before any event that requires his assistance, knowledge or input.

Events by Food & Beverage Mgr.: Janine S would like to plan and host more activities through her department. Beginning in August, there will be monthly Trivia Nights. Janine is requesting volunteers from Resident Events Committee to assist her hosting the trivia nights. Several volunteered. We were advised by Peter

to continue working closely with Janine and to coordinate dates/types of events going forward.

Next Meeting: Discussion held regarding possibly changing the time of our meetings in the future. Topic tabled until after the next HGRD Board meeting, the addition of possible new members and clarification on room availability. **The next meeting is tentatively scheduled for Monday, August 7, 1 pm in Activity Room A, pending clarification of room availability.**

Respectfully submitted,

Marla Pierce, interim secretary

RESIDENT EVENTS COMMITTEE MEETING MINUTES 8/7/23

Attendance: Gary Attala, Nancy Attala, Bonnie Gee, Cathy Styles, Martie Shea, Nancy Peters, John DiTusa, Candace Huetteman, Marla Pierce. Excused Judith West, Denise Fell, Pat Cryster, Jean Perillo-Roman.

1. The meeting was opened by temporary chair, Martie Shea, who then called for volunteers to chair the committee. Gary Attala was the only volunteer. He was accepted as the new chair and assumed his new role immediately.
2. Treasurer's Report: See attached document.
 - a. Cathy Styles reported the current balance in our account is \$2684.25. Several purchases were made by the Food & Beverage Director, from our prior profit, for the kitchen- vacu-sealer, slushie machine, & smoker, for a total of \$5537.44. It was noted that the HGRD applied all our recent decorating supply costs to the Halloween dance so it shows as a loss of \$522.52. We discussed possible ways to avoid that going forward.
 - b. Gary suggested we do a budget for each event to simplify/ clarify our profits & expenditures. He and Martie met with Janine (F&B Director) and Chef Steve to discuss prices for food & tickets. Our liquor license requires food be available when the bar is open so each event must provide food. Keeping the food charges separate from the ticket price would be too much work. Several options were discussed to keep the quality of the entertainment but reduce the anticipated ticket prices of \$50pp for buffet & dance. Those alternatives include trays of appetizers or sandwiches on each table; hamburgers, hot dogs & salad; pizza on pre-made crust; or plated dinner which is less costly than a buffet. Martie will arrange a meeting with Janine to discuss these suggestions. John, Marla, Gary & Martie volunteered to attend.
3. Time & day of ongoing meetings- After discussion it was decided to keep the current time & date. Following this meeting Martie checked with HGRD & we have Activity Rm A on the first Monday of the month at 1pm starting in October. Holidays on those days will bump the meeting to the second Monday.
4. Committee Membership- Former members, Bonnie G, Nancy P, Gary A & Nancy A, were officially welcomed back. Several new candidates were reviewed and Gary will discuss the scope of duties with them to determine suitability. Gary reported that JB proposed having committee members sign a waiver to address the ladder issue. That has been sent to the lawyer for input.
5. Food trucks and Ice cream trucks- Gary reported for Denise that the next possible food truck night will be on a Monday in January. The ice cream trucks may resume on a Sunday in Oct or Nov.
6. Farmers market- Gary reported that Island Time Fashion womens clothing will be added on the 3rd Thursday beginning this month. The knife sharpener may increase to twice monthly in season. The produce vendor will resume in Oct. Bread & fish vendors continue weekly. Ideas were discussed to add other services. Some of those ideas include a plant sale by the Butterfly Society, crafts by HG residents, bake sale & basket raffles by sororities. Gary will ask JB if there are any problems with doing any of these.

7. Critique of the Delray dance- all positive reviews.

8. Upcoming dances- Martie reported all dance will begin at 7pm. Halloween dance is 10/28/23 and Double Dare is booked. NYE is 12/31/23 and Ron & Funk Factory is booked. Ben Allen is 2/21/24 and the Dazzling Delrays are 3/27/24. Much discussion ensued about possibly changing the country performers next year and possible other themes/bands. Also discussed turning the NYE event into a more formal dinner dance and starting it earlier so it can end by 11pm. No decisions were reached at this time.

9. Loft clean-up & organization- Going forward, Nate would be able to bring bins down from the loft and if we repack them after the dance, he will have them put back up there the next day. Committee members would need to return the day after the dance to make sure items are put in proper places. A more efficient method of organization was discussed but no decisions were made.

10. Member job assignments: Stage & skirting- Marla & Candace

Photo area- Nancy A, Gary, John

Decorating- Bonnie & Nancy P plus many other helpers

Dance check-in- Pat

Food trucks & ice cream trucks- Denise, Gary and possible new member

Signage- TBD

Farmers Market- Gary

Communications with maintenance & F&B Dir, bands, AV equip, room set up- Martie

11. Next meeting is Monday, Sept 11, at 1pm in Activity Room B.

Note: Marla will not be present to take the minutes but Nancy P & Bonnie G offered to do it.

Respectfully Submitted,

Marla Pierce, Sec

RESIDENT EVENT COMMITTEE MINUTES
MONDAY, SEPTEMBER 11, 2023

The meeting was opened at 1:00 PM by Gary Attalla. He introduced new Resident Events Committee members Susan Darcy, in attendance, and Patti Sperduti, via Zoom.

Also, in attendance either in person or via Zoom were: Nancy Attalla, John DiTusa, Denise Fell, Bonnie Gee, Nancy Peters, Martie Shea, Cathy Styles & Judith West. Excused were Pat Crytser & Marla Pierce.

Treasurers report - \$2684.25 in account. Due to the cost increase of food, we will not have as much in our account as usual at the end of the year. Plus, for Halloween, there are only 206 tickets available due to the set up in the ballroom. The goal will be to keep the tickets as low as possible.

We need a committee member to volunteer to keep the LED sign updated that we have located outside the entrance to the lounge and restaurant.

Meetings will continue to be held the first Monday of the month at 1PM. Traditionally there are no meetings during the Summer Months unless needed due to a planned event.

Please plan to attend every meeting since a great deal of information is discussed. Although you receive minutes, other conversation take place and additional input is very important in planning existing and new events. If you don't think you can commit to attending the meetings, please contact Gary, our chairperson, so we can fill your position. There are many people waiting to get on our committee. Obviously, there are always legitimate reasons for missing a meeting, but it is hoped that this committee has a priority.

DANCES FOR THE 2023-2024 SEASON:

- Halloween Dance (tickets \$35 with food)
- New Year's Eve Party (tickets \$20)
- Ben Allen- Country Dance (tickets \$50)
- Dazzling DelRays- Oldies Dance (Tickets \$35 with food)
- Sizzling Summer Night Dance July 6, 2024

We voted to have an additional event on July 6, 2024 in the ballroom. More details will follow but they are an outstanding band that plays at several clubs in Nashville. Our committee is allowed 10 tables to be shared between all members. Martie has sent out a note, under separate cover, to keep track of tables you would like and to insure we do not use more than the allotted 10 tables.

FOOD TRUCKS/FARMER'S MARKET:

Scoops on First Ice Cream truck will be back – 10/29, 11/19. Plans are being made to have an Ice Cream truck at least once a month.

Plans are being made to have a food truck festival on January 15, 2024 and on March 4, 2024.

The Farmers' Market is doing well – along with the Fish truck, the bread truck and veggie truck will be back on October 19. The knife sharpener and Island Time Clothes will be here the 3rd Thursday of the month.

As agreed at the last meeting we invited some of the HG crafters and other clubs to set up a booth to sell items at the Farmers' Market. One or two per week max. Committee Member, Marla Pierce has agreed to work with these groups as part of the Resident Events Committee and has set up a procedure for them to sign up and participate. She will oversee scheduling and vetting them.

We will be reaching out to other HGRD committees and try to schedule a date to go up to Loft and organize it with the permission of HGRD Management. Timing TBD

We discussed having each of our committees put together a list of “what they do”: such as photo wall, table decoration, etc. Tabled for next month.

During the meeting the question was asked who has priority when booking the ballroom or meeting rooms as well as the age limit attending our functions. The following information is taken from the HGRD Rules & Regulations – Policy & Procedures.

New information:

Per the new Policy & Procedures

Room Use Priority List Including Ballroom 1. The following groups receive top priority and may schedule the ballroom up to two years in advance on a first-come, first-served basis, except that Halloween, New Year's Eve and Mardi Gras are reserved for the Resident Events Committee. Also, scheduling a Resident event on the regular monthly meeting dates of the District Board and the HOA Board must be avoided.

- a. Food & Beverage Operations
- b. Resident Events Committee

2. After transferring the events from the two-year calendar, the Management will use the following priority order in preparing the annual calendar:

- a. District Meetings
 - b. Homeowners Association Meetings
 - c. Food & Beverage Operations
 - d. Resident Events Committee
 - e. Resident Events
 - f. Nonresident Events other than those Scheduled by Food & Beverage Operations
3. Once Management has prepared the annual calendar all further requests for activities are scheduled on a first-come, first-served basis. Management may on occasion deviate from this in order to accommodate a group's size or special needs. Regularly occurring weekly activities may be rescheduled from time to time in order to accommodate a revenue producing event or a Board request.

Per the new Rules & Regulations the following applies:

These events are not open to anyone 12 years of age or younger.

Submitted by Bonnie Gee

To: Residents' Events Committee

From: Marla Pierce, Sec

Re: Farmers' Market Crafters

Date: 8/30/23

Following our August meeting, as per our discussion, I contacted the HG crafters and groups who were scheduled to participate in the canceled November Craft Fair.

Twenty-seven individual crafters and five groups received an email inviting them to participate at one of our Thursday markets. To date none of the crafters have decided to participate. Several replied to say they had found other venues to sell their wares. Of the 5 groups invited, 3 have signed up, one declined, and one is under consideration.

The Butterfly Society is scheduled to sell plants on November 16, 2023.

The Alpha Gamma Delta sorority is scheduled to sell their cheeseballs and cake pops on November 9 and December 16, 2023.

The Pretty in Pink group is scheduled to sell their cookbooks on October 19 and November 2, 2023.

Socialites will let me know after their board meeting if they will hold their bake sale during one of the Farmers' Markets.

Alpha Delta Mu sorority declined to sell their marbles bags.

I created an application that includes the Farmers' Market rules and requires written acknowledgment. See attached.

Gary & I discussed back-up contact information for HG participants and outside vendors and we have shared those contacts with each other.

I will remain the primary contact person for HG participants and Gary will continue with outside vendors.

I intend to put out a general email via the HG google group in September inviting other HG crafters to participate. These would be residents who were not scheduled to participate in the Craft Fair such as the 3D Artists group and others who may not be associated with formal groups. Committee members who have suggestions, please, contact me.

Respectfully,

Marla Pierce, Sec

Resident Events Committee Meeting Minutes

10/2/23

Attendance: All members present plus P Cryster & J. Perillo-Roman via Zoom. Excused: N & D Thompson, M Shea, C Huetterman, P Bedore, D Fell.

Meeting called to order & introductions started by Chair Gary Attalla.

Note: the order of discussion does not follow the numbered agenda.

1. Treasure's Report- Cathy Styles reports that we no longer have a balance, and all money will be managed by the HGRD. Our charter directs us to manage expenditures & income to remain in the black. All receipts will go to HGRD for reimbursement. Cathy will keep data on spending and income for the purpose of planning by our committee. There was discussion of our new charter and some confusion about how the funds were handled in the past. The following is from the charter that was in effect for many years prior to the modifications made this past summer: "In April of each year, excess funds from the years' events will be used to purchase an item or items for the District. As an alternative, the committee may, working with Management, retain and allocate the funds toward a larger purchase for the District to be made at a later date. If the money is not spent or allocated by Sept 30 of each year, it will be recorded as income to the District and be unavailable to the committee."
2. Ladder Release form- Gary distributed & collected the new waiver form for committee members who use a 6' ladder during decorating. Anything requiring a taller ladder will be handled by Nate & his crew.
3. HG Newspaper articles- Jean Perillo-Roman volunteered to write articles for the monthly newspaper. Marla has done this for other groups in HG and offered to share some tips and requirements set by the newspaper committee.
4. Halloween Dance Set-Up- Decorating will begin at 10am on Sat, Oct 28th. Assignments were made as follows:

2 smaller photo booths by Gary A, Nancy A & John D

ticket table by Nancy P & Bonnie G with Barb C as bouncer at door

lobby décor (Big Witch) by Nancy P & hopefully Volunteer Zenon G

table decorations by Bonnie G, Nancy P

stage by Candace H

general decoration by all committee members.

General discussion ensued about ticket sales and advertising since only 113 tickets have been sold thus far. It was decided that Gary would make up an 8x11 announcement & distribute them to committee members. Several members volunteered to ask various groups to display the signs on their golf carts. Susan D offered to approach the caller at BINGO to announce the dance. Gary will speak with Janine, F&B Director, about announcing upcoming events at functions like Trivia.

5. Ice Cream Trucks- Gary reported that Denise has set up 2 dates (Oct 29 & Nov 19) and called for volunteers to help. Barb C & Patty S volunteered.
6. Food Trucks- in planning stage for Jan 2024.
7. Farmers Market- Veggie Vendors returns Oct 19th. There will be 5 outside vendors on the 3rd Thurs of each month, and 3 on the other Thursdays. Gary is looking for possibly another. Gary asked for a volunteer to put out the signs on Thursday morning and Susan D agreed to do it.
8. HG Crafters- Marla reported the Pretty in Pink committee will be selling cookbooks on 2 dates; Oct 19 and Nov 2. One more crafter is yet to be scheduled once she returns to the Glen.
9. Events Calendar:
 - Farmers Market every Thursday 9-11am; will increase to 9-12 in season
 - Oct 29, 2023, Halloween Dance
 - Dec 31, 2023, New Years Eve Dance
 - Feb 21, 2024, Ben Allen Dance
 - March 27, 2024, Dazzling Delray's Dance
 - July 6, 2024, Sizzling Summer Night featuring From the Edge band. This new dance was added to enhance our summer schedule for full-time residents.
10. Restaurant Resident Events neon sign- Gary requested a volunteer for keeping this updated and Patty S volunteered.
11. Golf Cart Rally- tabled for further discussion
12. Loft Organization- tabled until full committee can be present.

Respectfully submitted.

Marla Pierce, Sec

RESIDENT EVENTS MEETING 11/6/23

ATTENDANCE

Present: Gary Attalla, Nancy Attalla, Shelly Christiansen, Susan Darcy, John DiTusa, Denise Fell, Bonnie Gee, Candance Huetterman, Marla Pierce, Nancy Peters, Martie Shea, Patty Sperduti, Nancy Thompson, Dave Thompson

Excused: Pat Cryster, Jean Perillo-Roman, Cathy Styles, Judith West

Absent: Pam Bedore, Barbara Callahan, Kimberly Hamilton

NEW MEMBER INTRODUCTIONS & WELCOME

Nancy & Dave Thompson, Shelly Christiansen

MOMENT OF SILENCE for the late Bruce Weyne, significant other of committee member Judith West

HALLOWEEN DANCE RECAP Gary reported this dance incurred a loss of \$600 possibly due to several factors: 1. less capacity during renovation; 2. bundling food with dance price; 3. still early in season. It is anticipated the loss will be made up on other dances. All other feedback was that the Halloween dance was a success and residents had a wonderful time. A change in the ticket taking procedure worked well and will continue at future dances. Tickets were collected without checking guests off the list. The list was only consulted if someone had forgotten their ticket. The start & end times were also discussed as it was noted many guests started leaving around 9pm. (see Old Business for further info on this) Clean-up was done over 2 days and that worked well except that too much was taken down right after the event so it was less organized the next morning. It was also decided to leave the stage skirting up at least through the NYE event as it will be needed for other events, too.

SELECTION OF COMMITTEE MEMBERS Gary described the process that the HGRD Board is using. Once per year the Board announces it is taking applications to serve on committees. Residents apply, are voted on by the board and are then assigned to committees that have openings. The Resident Events Committee received 8 newly assigned members this year bringing our membership to 22. One of these newly assigned members declined (Connie Presley) so our current membership is 21. Gary advised the group that all members are expected to attend meetings and participate in events unless excused.

NEW YEAR'S EVE DANCE There will be a NYE dinner offered in the dining room, independent of the dance, until 8pm. The dance hours are 8:15pm- midnight. Guests may bring snacks but not beverages as the bar will be open. Bonnie & Nancy P will be using a silver/gold/black color scheme and the same table decorations as last year. We will have a balloon drop which Susan & Shelly offered to coordinate. Gary will check with Nate for balloon drop net location, will locate the balloon air pumps and do the band check. Nancy A, Gary and John will do the photo booth. Marla & Candance will do the stage with the silver moon, clock & silver garland. It is hoped that the regular ballroom furniture will be in place so tables will be 8 or 10 people each. Martie will renumber the tables, complete the floor plan and email members for pre-sale ticket requests. Committee members should be prepared to tell Martie how many tickets they may need by 11/20/23 and to anticipate that they may need to share tables with other committee members or have their guests purchase their own tickets on 11/28/23 at the HGRD office.

LOFT ORGANIZATION Gary requested a volunteer from our committee to work with JB's team & other sanctioned groups on organizing the loft. Gary & Martie volunteered.

ICE CREAM TRUCKS Denise reported that over 200 residents attended the Scoops on First event in October and they will be back on 11//29/23. Rita's and Scoop Me Up will be added to the monthly rotation.

FOOD TRUCKS Denise reported the next Food Truck event is tentatively planned for 1/15/24. Two dance groups are scheduled in the ballroom during the needed time slot so she will check with them first. She is hoping to

bring back the Greek & Polish trucks and a new one called Nickle City who does subs. We discussed having the Island Coast HS Jazz Band play during the event. They would expect a donation so Gary will check if we can put out a tip jar. We are no longer able to request donations from residents, as done the first time we had food trucks, so this will need to be cleared through the board. Denise will ask the Island Coast band director if this would be acceptable should it be approved by the board.

FARMERS MARKET CRAFTS Gary summarized the decision of the board to override JB's previously given permission allowing certain groups and resident crafters to participate in the market. Marla reported that she had to cancel 7 scheduled groups/individuals when this change occurred. To date only one group (Butterfly Society) has been granted permission by the board to participate. Application approvals are being handled by the HGRD office. Marla reminded the committee that the offer for these groups to participate was a temporary solution for the cancelled crafts fair this year and not an on-going activity. She will no longer be coordinating any of these requests. In other business, Gary requested back-up for the Farmer's Market. Dave & Denise volunteered. Seasonal hours for the market at 9am-12pm. Island Time Clothing will move from the 3rd Thursday to the 4th.

OLD BUSINESS

1. **Food served with events-** There was much feedback that residents do not like when food is included in the ticket price. The liquor license requires that food is offered when the bar is open. Most of the upcoming dance events will have a separate dinner offered in the dining room once renovations are complete. It is anticipated that our ticket prices will be much reduced when that happens. The only expected exclusion is the Sizzling Summer dance event which will offer hamburgers & hot dogs. We also hope to change the hours of the dances to 6:30-9:30 pm but Gary will need to discuss that with Janine.
2. **Lobby sign-** Patty is taking this over from former member Nancy Leibner.
3. **Newspaper articles-** Jean has one in process and is requesting photos from the Halloween dance to include for the newspaper. Martie will send some.

TO-DO-LIST

1. **Bands for the 2024-25 season-** Gary states we need to start this process. Discussed possibly needing some direction from the HGRD Board in case they have other ideas about the future dances. Suggestions for bands should go to Martie.
2. **Sound system in the ballroom-** Quality discussed and the group would like more information about what the Board is planning. Marla informed the group that board member Jayne Schwarz offered to have Karen Jessop speak to our committee. Karen has been doing much research for the Board on upgrading the system.
3. **Job descriptions and event assignments-** Marla requested that these items be removed from every agenda and offered to organize the information into a worksheet. Gary will send a similar document used in prior years for an example.

NEXT MEETING: Monday, December 4, 2023; 1:00pm, Activity Room A

Resident Events Minutes

12/4/23

Attendance: All present and accounted for except for 1 absent (Pam Bedore) and 5 excused (Pat C, Patty S, Jean, Dave T, & Nancy T.)

Treasurers' Report: Cathy reported that the account is at negative \$720.50. See Treasurer's Report attached. It is expected that the deficit will be made up on the NYE dance. There are only 31 tickets left for purchase.

Membership: A sympathy card was circulated for Pat C for the loss of her husband. A moment of silence was held at the last meeting for Judith's significant other. Pam Bedore has not attended any meetings since she was appointed to the committee. Marla offered to follow-up with her. Pam decided she will not be able to take part as expected and she will need to write a brief resignation letter for the HGRD Board. Committee roster & contact info attached.

Draft Checklist: Gary circulated the event responsibility checklist that Marla drafted. Two minor changes were added: the need to ask Nate for 2-6ft ladders & getting the guest seating list from HGRD office. Marla will amend the document.

New Years Eve Dance: Gary asked who of the committee would be present for dance set-up, coverage and clean-up. These members responded positively- John, Bonnie, Cathy (& husband,) Gary, Nancy A, Shelly, Candance, Marla, Jean, Susan, Judith (just set-up,) Barb (& friends.)

Table décor- The Black tea lights used at Halloween could not be found despite a lengthy search. The loft will be searched again and if they are not found, they will need to be reordered. Tablecloths & napkins are ordered. Colors are gold, black, & silver.

Photo Booth- Two backdrops are available.

Balloon Drop- Shelly & Susan are coordinating this. They need to get 2 balloon pumps from the HGRD office and 1 from Gary. They also need to check the loft for balloons and may need to order more. We need 500-600- 10" balloons for the drop. Nate has the net. Several committee members offered to help inflate balloons, in the ballroom, on NYE morning at 8:30am until done.

Ticket taker & ushers/doormen: Cathy will take tickets. John & Gary will be doormen. Several others volunteered to usher guests to tables if needed. Snacks are allowed but no outside drinks, cups or coolers are allowed except for those coming from our dining service.

Band: Expected arrival between 6:30-7:00pm for set-up & sound check. Martie will find out how many guests they are bringing & if they will be eating at the dance. Gary will handle getting the check to pay them.

Morning Set-Up: Balloon drop preparations start at 8:30am. All other decorating begins at 10am. We will have 32 tables. Those next to the dance floor will be limited to 8 guests. All other tables may have up to 10. There will be no need to cross-check the guest list with the number of chairs at each table. If there are extra chairs, they can be removed that night if the guests prefer.

Communication with Maintenance: Martie will handle this. We need the silver moon in place on the stage, 2-6 ft ladders, beverage station, reception table, access to sound system & microphone, access to dressing room and floor plan set-up. Martie will also ask Janine to set up a bussing station for glassware brought in from the dining room. Gary will get the guest list from HGRD.

Stage: The skirting is already in place though a tutorial is needed on staple placement per the Board. The silver moon and a large 2- piece Happy New Year banner will be the backdrop for the band. Candance & Barb ordered the banner (\$20), and Candance & Marla will check the loft for silver garland to complete the skirting and clock

areas. The Countdown clock will be on the moon as in other years. Gary will put the ballroom TV on as we get closer to midnight.

Food & Ice Cream Truck Events: Denise reported the next Food Truck event will be January 15, 2024, from 3:30-6:30pm in the parking lot & ballroom. Four food trucks & 1 dessert truck are scheduled. They will be Greek, Polish, Mon Paris, Philly Junction and Scoops on First. We will need tables inside & outside as well as entertainment. Any entertainment must conclude in time for the square dancers to begin though participants are welcome to stay and watch. Denise will ask the Vanover's' if they are available to supply the music. If not, we may just set-up speakers to use music from the cable system.

Ice Cream trucks are scheduled through July 21, 2024. See attached spreadsheet. Paul Lowe & Tom Foster have been booked to entertain for May & June events.

Activity Fair: We will have a table at the fair on January 21, 2024. Volunteers are Candace, Shelly, Nancy P, & Gary. There is a call for pictures from prior events from all members. Denise will let Donna Piascik know that our committee will take part.

New Years Eve 2024: Martie suggested the band From the Edge because they will be visiting our area for the holidays, and they are willing to play. A vote was taken & they will be booked.

Food for Thought: For future consideration- Do we want another Country dance next year? If not, what theme will replace it? An enthusiastic discussion was held about a possible corn hole tournament next year. Logistics will need to be researched.

Next Meeting will be January 8, 2024, 1pm in Activity Room A. Contact Gary if you will not be available; otherwise, all members are expected to attend.

Respectfully submitted,

Marla Pierce, Secretary