

Events Task Force Meeting

Monday, October 8th 2018

Called to Order at 3:01

Adjourned at 3:44

Voting Members Present:

1. Brandon Whaley - Community Outreach Director/Chair
2. Christina Fredrickson - Executive Assistant
3. Brent Cardenes - Volunteer Coordinator
4. Jacob Senske - Communications Director
5. Krystal Madrinan - Wellness Coordinator
6. Chris Byers - Event Planner

Voting Members Not Present:

1. VACANT - Benton Center Coordinator
2. VACANT - Lebanon Center Coordinator
3. VACANT - Event Planner
4. VACANT - Event Planner

Advisors and Guests Present:

1. Heather Morija
2. Hong Peng-International Students

Hearing of Guests and Special Reports:

Krystal- putting together a focus group for mental health task force and preparing for the wellness workshop

Chris- Google Doc for harvest festival ideas, tried to contact Mr. Pope with cafeteria but hasn't heard back yet. We will need to use the carafes from Hot Shot Cafe for coffee and hot water.

Chris has a tentative festival budget to be discussed and voted on. Will print safety wavers for pumpkin carving contest. Shelter options for weather challenges?

Action Items, Motions, and Other Votes:

Krystal- finalizing the location of table for mental health focus group- outside slc, outside Tadena, or Learning Center. Will be handing out mandala coloring pages and may be better to be in a sit down area. Atrium of Learning Center or Library might work. She is preparing budget for food and drink, will be snacks. **Proposed \$60 budget** for discussion and vote at Exec meeting. Heather suggests connecting with the advising center and using their seating space in Tadena.

Discussion Item:

Jacob went to Active Minds meeting last week, says they need all the help they can get, need 8 heads

Heather wants to know if anyone is monitoring the Active Minds email account and will look into it. Suggests Krystal join the club.

Krystal would like us all to fill out the doodle poll!

Jacob is 50% done w/marketing plan for the Harvest Festival

Chris would like to finalize which activities will be part of the event, will connect with Hot Shot about the availability of their carafes for hot water and coffee. Pumpkin carving kits for the contest (safer/easier than knives)

1. Pumpkin carving contest
2. Costume contest- scariest, funniest, cutest
3. Raffle 50/50
4. Pie eating contest
5. Cafeteria mini bake sale- caramel apples, popcorn
6. Tabling for clubs

Weekly Task Reports:

Brandon Whaley - Prefers Shelby's agenda format and will be switching to it. Will be stepping down due to personal obligations and is training Chris to replace him.

Christina Fredrickson - Nothing to report but having challenges with instant messenger communication

Brent Cardenes - has sign up sheets for harvest fest and wellness workshop, will have one soon for Benton Center Halloween event. Vote or vote events coming in the next few weeks

Krystal Madrinan - already shared all she has to report

Caleb- waiting for event budgets to start coming in

Chris Byers - Shared what he had to report already

Heather Morija- DAC Dia de los Muertos events, will have an altar and are showing the movie Coco on Thursday, hot cocoa Thursday/Friday, and sugar skull decorating Friday.

Announcements & Reminders:

1. Do we want to get our own carafes for hot water and coffee? To be discussed at Exec meeting.

2. Proposed \$60 budget for Wellness tabling to be voted on at Exec meeting.