

MOUNTAIN MAGIC LEADER WEEKEND
MEETING MINUTES
August 25, 2015 - 7:00 – 9:00 PM

2016 Planning Committee

Carol Townley
Cheryl Marko
Frances Parks
Genny Wright
Karen McFadden

Kim Elmore
Lianne Griffin
Marie Lott
Marie (Nash) Ross
Marie Wright

Melonie Luxbacher
Rebecca Wright
Rose Lowe
Sheila Mills

Guests/Sub-Committee Members

Rhiyana Pineau

Timeline Review

- SEP – “Preferred registration” (including online registration, if available) for staff/committee will be available 9/5 – 9/14; instructors may begin registration 9/8 – 9/14. “Early bird registration” for all will begin 9/15. Prior attendees will receive email notification that registration packets are available and registration has begun on 9/15. Council requested class requisition forms submitted to council (wait until online registration is LIVE and confirm ebiz sign-up procedures with council). Publicity committee representatives to attend cluster meetings to promote event and answer questions. Register campers as forms come in and deposit checks max every 2 weeks; email confirmations sent w/in 2 wks of registration. Create preliminary patch designs.
- OCT – “Early Bird Registration” continues through 10/31 (“Early Bird registration” ends 10/31 for “discount” – checks must be postmarked by 10/31; website to be updated at midnight to reflect new pricing). Entertainment committee to provide details of supplies needed for participant confirmation letters/packing list. Register campers as forms come in and deposit checks max every 2 weeks; email confirmations sent w/in 2 wks of registration. Hold fall planning committee retreat. Finalize patch design and get price quote from patch vendor. Finalize weekend agenda.

Action Items from Last Meeting

- **ALL** - committee chairs to provide list of all committee members to Lianne and Lianne to update team roster.
- **Rebecca** – let us know how many rechargeable AA batteries are needed for the solar lights. (52 batteries needed – let Rebecca know if you see them on sale).

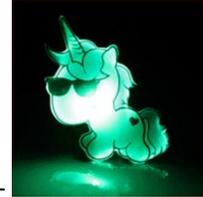
Action Items for Next Meeting

- **Marie R** - check with Emily at council on the coke bottle recycle canisters Frances needs.
- **Sheila** - check with trainers that haven’t registered yet.
- **ALL** - send any changes to surveys, themes for next year, instructor reimbursement forms, overall survey, class survey, instructions for instructors, etc. to Cheryl by 10/30.
- **Frances** - send list of decoration items and approx. cost to Marie R so she can set up the silent auction sheets.
- **ALL** - Any special requests (need ladder at x location at y time, need this setup, etc.), should be EMAILED to Rebecca so she can add to master list to give to ranger ahead of time.

Agenda Items/Committee Reports

Admin/Financials (Lianne)

1. Classes/activities requested at our committee retreat: arm knitting, decorate saddle shoes, fairy gardens, discuss opening ceremony and movie, milkshakes & s'mores Friday night.
2. Lianne is working on t-shirts for online store. Yellow Llama has closed. Now working with ArtRageous to provide similar shirts – will be approximately the same cost. Lianne to complete shirt design and get online store up and running by October. Last month, Rose suggested we might offer neck scarves embroidered with Misty? We will offer, but only solid colors without MM personalization (cheaper, more versatile).



3. Lianne showed the group the flashing Unicorn pins she found online - <http://www.emazinglights.com/led-unicorn-pins-bundle> They will be about \$2 each with shipping. Do we want to have these for sale on our website store? Or just save for committee only? Everyone on the committee wants one. Frances advised that she also has flashing jukebox pins for the committee.
4. Committee fall retreat will be at Camp Pine Acres, Mariner's Lodge, Oct. 9-11. Everyone signed up to share kapers for one meal. Please look for a separate email with all the details. We'll be decorating "Keds" white tennis shoes to look like saddle shoes and teaching arm knitting and Fairy Garden Terrariums at camp. BE SURE TO REVIEW DETAILS for the weekend in the separate email.

Website (Marie L):

Preferred registrants began registering by 9/5. THANK YOU to Cheryl for creating a "dummy" registration to help beta test our registration. Lianne sent link to Volunteer Leadership Conference attendees on 7/14, and regular early bird registration began 9/15. Currently at 57 registrants! Much better registration "launch" this year! Will look on 9/30 to see how we compare to last year. So far, 6 instructors haven't completed registration (Marie provided Sheila a list). Sheila to follow up with them.

Participant Check-In, Guest Services (Cheryl):

Please send any changes to surveys, themes for next year, instructor reimbursement forms, overall survey, class survey, instructions for instructors, etc. to Cheryl by 10/30.

Decorations (Carol/Frances):

Swap necklaces are complete. Frances to send list of items and approx. cost to Marie R so she can set up the silent auction sheets ahead of time.

Entertainment (Kim):

Turquoise/red/black – colors for soda shop. Kim has obtained additional items for resource table. We will be discussing our movie and the opening ceremony at our committee retreat. We have a tub full of girl-sized poodle skirts from council office. One will go to Frances for decorations. We could reuse the poodles from the skirts.

Publicity/Philanthropy (Marie R):

Marie R gave Tenequa fliers advertising our event, and Tenequa is distributing at training events. The classified ad was submitted to council on 9/14/15, but has not been approved yet. *UPDATE* classified ad is now online – see http://gslstatl.com/?page_id=5&id=196. Newsletter to all service units will go

out in October; Marie confirming when we have to have copy submitted. Color printing MUST be sent to Marie 2 weeks before event; black and white copies must be sent by 1 week before event. Kristie has not gotten back with Marie for the camp service project yet. Marie has updated the publicity bookmarks and they are on our website committee page - <http://www.3leaves.org/mm2016/planning2016.html>.

Meals (Melonie):

Nothing new to report; waiting until closer to event to purchase sodas (so they don't expire).

Historian (Rose):

Rose has printed ~250 pics and has started working on the scrapbook.

Classes/Instructors (Sheila):

Sheila will contact instructors that haven't registered yet. Big email will be sent out to all Trainers shortly.

Camp/Unit Set-up & DH Takedown (Rebecca):

See note about rechargeable light batteries from above. Two of our rope lights were damaged from being run over and will need to be replaced. She has been looking for the covers to go over outdoor extension cord junctions; they will probably need to be ordered off Amazon. Any special requests (need ladder at x location at y time, need this setup, etc.), should be EMAILED to Rebecca so she can add to master list to give to ranger ahead of time.

Participant and Unit Check-Out (Genny):

Will choose unit hostesses earlier than last year, once cabin assignments have been made. Genny will have a meeting before camp to brief hostess on duties and ensure hostesses can stay until camp closes and ranger checks them out. Previously, hostesses were committee members only – may need to expand to trainers too? Genny to get with ranger ahead of time to verify kaper list.

THANKS TO EVERYONE THAT WAS ABLE TO ATTEND! Our next meeting will be on Oct. 27th 7-9 PM (4th Tuesday). The meeting will be held via webinar/conference call.