

MOUNTAIN MAGIC LEADER WEEKEND  
MEETING MINUTES  
Apr. 26, 2016 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 Ross

Marie Wright

Melonie Luxbacher

Rebecca Wright

Rhiyana Pineau

Rose Lowe

Sheila Mills

Guests/Sub-Committee Members

Jeanenne Adams

Timeline Review

- APR - Establish committee chairs and begin to recruit volunteers for committees. Plan preliminary timeline. Submit "Beyond the Troop Event" form to council office. Complete "Beyond the Troop Event Application" and "SU Event Emergency Plan" and submit for approval (must be done before event can be advertised by council). Provide save the date (Jan. 20-22, 2017) info to council POC (Melissa Fisher) for inclusion in area newsletters. 4/1 – submit Troop Camping form to council to reserve units. Create Google Docs form for instructor input of class details and pictures (this will create xls spreadsheet for direct import into database and website). Review class evaluations. Confirm menu options with camp director (1<sup>st</sup> week); Finalize meal costs w/ Misty Mountain staff. (Menu will be finalized at June Planning committee meeting.) Committee chairs to update "operations manual" for their committee's work activities (activities prior to and during the weekend).
- MAY - Finalize timeline. Finalize committees; committee chairs to provide list of all committee members to Lianne and Lianne to update team roster. Re-review lessons learned and distribute to appropriate committee for handling. Begin sub-committee meetings/planning & hold kick-off meetings. Invite trainers from previous year to participate again this year; begin to secure classes and trainers; define class descriptions, supplies, and class cost needed from trainers. Council staff to verify all planning committee volunteers (chairs and members) are registered GS. NOTE: a lapse in service of one year or more will require a new background check. Also, if it has been >=3 years, a new background check is required. Council to identify those individuals that need new background check. Finalize menus with camp staff. Committee chairs update "operations manual" for their committee's work activities (activities prior to and during the weekend). Develop preliminary t-shirt concept and cost.

New Action Items

- LHG – send Marie W link to google docs form – see [https://docs.google.com/spreadsheets/d/1EIMYTSj2ZOP-h0PtF3MmEZ-NQJ1P5OUHI\\_r\\_yB1adDo/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1EIMYTSj2ZOP-h0PtF3MmEZ-NQJ1P5OUHI_r_yB1adDo/edit?usp=sharing)
- Karen McF – submit beyond the troop/emergency planning this month
- All – Keep an eye out for totes on sale (Rebecca needs a couple of extra-large ones).

## **Agenda Items/Committee Reports**

**Cheryl** – nothing for check-in. Will need budgeted item for folders - \$15.

**Genny** – nothing to report. Note that checkout went well last year, so only change is evaluations to plan for this year.

**Kim** – had meeting after our last meeting (entertainment committee). Talked about what we want to do. Want announcements submitted ahead of time so they can be more “planned.” Kim, Jeanenne, and Marie R. will coordinate activities for the weekend.

**Marie Ross** – nothing to report until we have tagline/artwork. No philanthropy project chosen yet – submit suggestions to Marie. Tri-fold board for publicity – when is it needed? Is first meeting Volunteer Leadership conference meeting in August? SUD Tea is now passed. Is there a ¼ sheet we could put together for Outdoor Blast this weekend? (60 attendees) It will be held at Timber Ridge, put on by the Outdoor training unit. Working with Melissa Fisher to identify council opportunities/dates. If committee can email [mross@gsgatl.org](mailto:mross@gsgatl.org) events that we know are happening, she can get something put together to help advertise.

**Marie Wright** – nothing to report at this time.

**Melonie** – submitted menu (see end of minutes) for committee discussion today. Thanks for input from committee! Lunch Saturday will remove egg salad and add sliced turkey breast. Will ask cook to maintain some plain croissants for vegetarians. On Sunday lunch, remaining lentil soup will be offered with tomato soup. Has purchased 4 purple plastic tablecloths from Dollar Store for snack table.

**Rose** – Is working on organizing photos from 2016 event. Suggested Tagline for 2017 – “A Medieval Faire at Misty Mountain.” Follow this link to view clipart saved thus far -

<https://www.dropbox.com/sh/4s50pmk0itahczc/AAD9AaD0-FUj3Jb2qC4QpRywa?dl=0>.

**Frances** – looking on internet for ideas. Viking ship for photo op area (like car for 2016 event). Jeanenne is going to be doing stained glass windows for dining room; Rhiyana is making a sword in the stone. Marie R suggested that Frances send list of items as they are purchased for silent auction.

**Marie L** – will be out of pocket 8/16-8/31, so need to have registration complete/ready prior to 8/16.

**Rebecca** - Keep an eye out for totes on sale (Rebecca needs a couple of extra-large ones).

### Questions:

We need to have a brainstorming session to get people at VLC that were interested – can we have classes and registration form complete prior to VLC with discount offered in next 2 weeks after VLC? May need to adjust timeline? Revisit timeline at May meeting.

Next meeting is 5/24/16 via conference call.

## **2017 MENU**

Please review the proposed menu below and let me know your thoughts. I would like to get it into Tori's hands as committee approved after tonight's meeting so that she can confirm it meets with our budget.

### SATURDAY

- Breakfast: Scrambled REAL Eggs, participants' choice of Bacon or Sausage, Grits, Biscuits, Gravy, Butter and Jelly, Various flavored Yogurt, Dry Cereal, Milk, Orange Juice, Coffee, Hot Tea, and Hot Chocolate
- Lunch: Participants' choice of Tuna Salad, Chicken Salad or Egg Salad on a Croissant Roll with sliced tomato and lettuce, Lentil Soup, Spring Mix Salad Bar, Brownies, Ice Tea, Lemonade, Coffee, Hot Tea, and Hot Chocolate

- Dinner: Participants' choice of Baked Chicken Breast or Leg Quarter, Mixed Vegetables, Baked Potato with toppings of Shredded Cheese, Sour Cream, Bacon Bits, Spring Mix Salad Bar, Participants' choice of Peach or Apple Cobbler, Ice Tea, Lemonade, Coffee, Hot Tea, and Hot Chocolate

#### Sunday

- Breakfast: Breakfast Casserole (no meat, with and without peppers), Participants' choice of Bacon or Sausage, Various flavored Yogurt, Dry Cereal, Milk, Orange Juice, Coffee, Hot Tea, and Hot Chocolate
- Lunch: Grilled Cheese Sandwich, Tomato Soup, Spring Mix Salad Bar, Chocolate chip cookies, Ice Tea, Lemonade, Coffee, Hot Tea, and Hot Chocolate