

2018 MOUNTAIN MAGIC LEADER WEEKEND - MEETING MINUTES  
Feb. 27, 2018 Committee Meeting

2018 Planning Committee

Amber Ackerman  
Carol Townley  
Cheryl Marko  
Frances Parks  
Genny Welday

Jessie Napier  
Karen McFadden  
Lianne Griffin  
Marie Lott  
Marie Ross

Marie Wright  
Melonie Luxbacher  
Rebecca Wright  
Rose Lowe  
Sheila Mills

Guests/Sub-Committee Members

Jeanenne Adams  
Kim Elmore  
Kathy Stephan

Rhiyana Pineau  
Robin Antzoulatos  
Anthony Ross

Brenda Carswell

Timeline Review

- FEB - Wrap-up and next year Pre-Planning. Email class completion certificates to participants. Review overall feedback forms and create Lessons Learned. Define tagline. Establish meeting dates/locations for planning year. Reserve meeting rooms/locations for planning committee meetings. Establish basic website for next year. Send thank-you notes and class evaluations to instructors. Finalize finances from previous year. All invoices paid, planning committee survey review, & celebration!

Previous Action Items

New Action Items

- ALL – review lessons learned and provide additional feedback before next meeting
- Lianne – call council re: refund for lower level DH

Agenda Items/Committee Reports

**Admin/Financials/First Aid** – Overall evaluation summary sent by Marie Ross to committee members. We will continue to have our planning committee meetings on the 4<sup>th</sup> Tuesday of each month, 7-9 PM with the exception of Nov and Dec (it will be the 3<sup>rd</sup> Tuesday those months). We will have a wrap-up final call on January 8, 2019 (2<sup>nd</sup> Tuesday).

Lianne to call council about getting a refund for the payment we made to use the DH lower level.

We are going to add a new committee – Jeanenne Adams will take over the financials committee. Lianne and Jeanenne to get together on Wednesday to discuss transition.

We will also be adding a new committee for Unit Hostesses Chair.

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

- Will co-chair set-up with Genny in 2019.
- Take-down part of kapers resulted in “junk” being turned in; will be working on checklist for 2019.

**Participant and Unit Check-Out** (Genny)

- For next year please be sure to have refilled the camper ribbon stock, had a lot of campers disappointed that they did not get ribbons.
- Based on comments directly to me and discussions with campers the unit hostess introduction and activity Friday night was in general very well received. I believe there are a few lessons learned

which have already been discussed as far as unit hostess engagement but I feel that the campers enjoyed the ice breaker, welcome, and general information delivered during this time. My recommendation is to continue this practice and grow on it to develop more camper engagement during the first night.

- It has been my pleasure to work on the check-out committee but I feel it is time to pass the baton. I will be joining as a Co-Chair on the camp set-up and take-down committee this year.

#### **Decorations – Frances/Carol**

- Decorations went well. They were spectacular as usual!
- Still need to work on the auction (clear expectations for timeframe). Marie Ross to provide auction proceeds report NLT this weekend.

#### **Entertainment (Amber/Marie R)**

- Won't plan a large "event" – need more fluid plans. Maybe take back "newbie" activity/networking to this committee.

#### **Historian (Rose)**

- Working on sorting through photos now, removing duplicates and getting them organized by class, etc. Will try to make book smaller this year (goal <24 pages). Will start putting book together in May (earlier) so we can take advantage of some better pricing.

#### **Meals/Snacks (Melonie)**

- Worked with Tori regarding fridge for drinks. In agreement that camp (Tori) will take over soda portion – will stock it herself and handle money for that. We will continue to have cooler of bottled water (Melonie will handle). This will put risk of what flavors sell/don't sell to camp. Our profit on sodas/water this year was \$40.79. Snack table – wide assortment.

#### **Participant Check-In, Guest Services (Cheryl)**

- Lianne and Cheryl to work out neck wallet order. Can order next week and get the free shipping (ends 3-16) if we have the logo and text in the proper format or Lianne can order while Cheryl is gone to get the free shipping. We need to reorder the non-woven neck wallets from Marco Inc.. Last time I ordered in 2015 I ordered 250 to get the price break of \$0.96 and the total was \$263.35. 250 is still a price breakpoint but there is now a \$45 setup fee and they cost \$1.17 for a total of \$337.50. That is an increase of \$74.50. If we have to pay \$45 for setup, do we want to add the Misty logo? Needs to be in a particular format if we want to do it.
- Name badge ribbons – We will move the ordering of the name badge ribbons to the Participant Check in committee. Lianne and Cheryl to work out which ribbons to order. May be combined with neck wallet order.
- 2020 Theme ideas – thank you to everyone for all of the feedback on the theme ideas for the ballot. Please keep sending any new ones you have. Be specific and make sure they are doable! I will send out a compilation for us to look over.

#### **Publicity & Philanthropy (Jessie)**

- Publicity went well
- "trinket" for VLC registering folks was not entered – need to revisit
- Overwhelmed with the response! Got everything home and currently making arrangements to deliver (March 10<sup>th</sup>) - I will be getting in touch with Kelly Fields from Stand Up For Kids tomorrow to arrange a donation drop off. I am trying to set it up for Saturday March 10<sup>th</sup>. They will have their Stone Mountain Office open for a new volunteers training session and it is a lot closer for me to get to, instead of driving downtown!
- We took in the following:
  - 100 Travel First Aid Kits
  - 10 Travel Band Aid Sets

- 2 Women's hygiene kits
- 2 mens hygiene kits
- 4 winter hats
- 18 pairs of gloves
- 232 pairs of woman/girls socks
- 213 pairs of mens/boys socks
- 20 hoodies.
- Early bird registration for participants will begin September 15th; prices will reflect early bird pricing until Nov. 1 (midnight 10/31).
- Scheduled posts in FB went well
- 8 reviews on our FB page! (5 are non-committee members) – maybe use for “What Participants Are Saying About Us...”

#### **Registration (Marie W)**

- Working on the letter to participants (needs wrap-up of philanthropy project to include); has info re: lost & found
- We awarded 6 scholarships in 2018 totaling \$222.50.

#### **Website/Technology (Marie L)**

New website is up – [www.3leaves.org/mm2019](http://www.3leaves.org/mm2019). (can also use 3leaves.org/MMLW and it redirects to the new site). Will add committee meeting dates. Add a page on our website – “what past participants have said”.

#### **Workshops/Trainers – Sheila**

Sheila provided summary of class evaluations (sent under separate email).

We will have some new workshops coming up. Kim Elmore will be joining Sheila’s committee.

Our next meeting will be on Tuesday, March 27 at 7:00 PM via conference call (our first “in person” meeting will be on April 24<sup>th</sup> (location TBD).