

2019 MOUNTAIN MAGIC LEADER WEEKEND - MEETING MINUTES
September 8, 2018 Committee Meeting

2019 Planning Committee

Amber Ackerman	Genny Welday	Kippy Penney	Marie Wright
Carol Townley	Jan Verderose	Karen McFadden	Melonie Luxbacher
Cheryl Marko	Jeanenne Adams	Lianne Griffin	Rebecca Wright
Christina Donellan	Jessie Napier	Marie Lott	Rose Lowe
Frances Parks	Kellie Haley	Marie Ross	Sheila Mills

Guests/Sub-Committee Members

Kim Elmore	Rhiyana Pineau	Anthony Ross	Donna Andrews
Kathy Stephan	Robin Antzoulatos	Brenda Carswell	Jennifer Chancey

Timeline Review

- SEP – “Preferred registration” (including online registration) for staff/committee will be available 9/4 – 9/9; instructors may begin registration 9/7 – 9/14. VLC early registered pick classes beginning 9/10. “Early bird registration” for all will begin 9/15 and end on 9/30. 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 on 9/18 (wait until online registration is LIVE and confirm LARC sign-up procedures with council). Publicity committee representatives to attend cluster meetings to promote event and answer questions. Hold fall planning committee retreat– Misty Mountain (Shellcracker Cove), 9/7 – 9/9. Website to be updated at midnight 9/30 to reflect new pricing (“Early Bird Registration” ends 9/30 for discount)
- OCT – Regular Registration” 10/1 – 11/30 includes + \$10 fee. Create preliminary patch designs.

Previous Action Items

- Amber/Marie R - Entertainment committee to provide details of supplies needed for registration packet/participant confirmation letters/packing list. **Cancel – Marie and Amber to fill bags with supplies from their respective craft rooms (to keep everything a surprise).**
- ALL – If you would be willing to be a Unit Hostess mentor (coordinate with the Unit Hostesses for Friday night and do check-out kapers Sunday), let Christina or Kippy know.
- ALL – If you have games you will loan for game time Saturday night, bring to ~~retreat~~ or next in-person meeting
- Lianne - print page with the shirt design for scrapbook.
- Cheryl – Check with Jan to see if there is a council rep that can make copies for us
- ALL - Let Cheryl know if there are office supplies that need to be purchased.
- ALL - Regonline is up and ready to be tested by committee **DONE**

New Action Items

- ALL - Send Kippy any updates needed for unit kapers
- ALL - If anyone has any **caffeine free** teas to donate, bring them to the October meeting for Melonie.
- Sheila** to make 5 Rosettes for the Unit Hostesses
- Marie W** will make unique/identifying nametags for Unit Hostesses
- Jeanenne** - make 5 thank-you gifts for Unit Hostesses (etched glass)
- Lianne** - bring 5 gift bags to Jeanenne at Oct. meeting
- Cheryl** – create new feedback form
 - I want to be on the planning committee
 - I want to be a unit hostess/instructor next year

- **Lianne** to check with Camp Director about availability/use of new large TV in Dining Hall
- **Lianne** - reconfirm golf cart availability with Camp Director.

Discussion Items

Payment for retreat - \$17.50 – please pay Lianne on Saturday before she leaves.

Registration – planning committee should be registered – remember, this is a perk for you! Registration opened today 9/8 for instructors; early registration opens for VLC attendees on Monday 9/10.

Shirts/tote bag – LAT shirts (3/4 and long sleeve options) are not available except as drop ship in Royal Blue. May need to change shirt manufacturer to get better pricing. Lianne working this issue with shirt vendor.

LARGE TV in has been added to Dining Hall above photo op area. Lianne to check with Camp Director about availability. May be able to use this for words to graces, announcements, etc.?

Committee Reports

Admin/Financials/First Aid/Unit Hostesses (Lianne, Jeanenne, Karen, Christina, Kellie)

Need to reconfirm golf cart availability with Camp Director. Marie W to provide list of mobility impaired folks to Marie R/Anthony ahead of the weekend so a ride schedule can be developed.

Financials (Jeanenne)

Please remember to keep receipts. Turn in requests for reimbursement on NEW REIMBURSEMENT FORM (download from our website).

First Aid (Karen)

No update. Sheila advised that Jeremy Ackerman is a medical doctor and is available to assist First Aid with medical treatments (if needed) during the weekend.

Unit Hostesses (Christina)

Christina wasn't present, but we talked about the Unit Hostess job. Would like to recognize Unit Hostesses. Sheila to make 5 Rosettes for the Unit Hostesses, Marie W will make unique/identifying nametags, and Jeanenne will make gifts (etched glasses). Lianne to bring gift bags to Jeanenne at Oct. meeting.

Opening/Closing (Kellie)

Team agreed with Seuss-style Law as part of opening.

Currently brainstorming & researching ideas for closing that will focus on "Oh the Places You'll Go"

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

Need mallet and a tough stake to make holes in frozen ground for signs. Jessie may have a mallet she can donate. May need to add a 50' or 100' outdoor extension cord to the box. Let Rebecca know if you have one to donate.

Participant and Unit Check-Out (Kippy Penney)

Updated the timeline and sent to Marie for posting to website. Next action items due in Sept. for kapers (any updates). Since we have Christina doing Unit Hostesses, does Kippy use committee members in cabins for checkout? YES.

Decorations (Frances/Carol)

No additional updates. Lianne shared Seuss cut-outs she acquired with the decorations committee.

Entertainment (Amber/Marie)

Paper bag challenge will be a secret from everyone except Amber & Marie, INCLUDING the books in the paper bags (this will give units that have fewer committee members in them on a level playing field with others – everyone will get their assignments from the unit hostesses (unit hostesses will pick a number and get bag corresponding to that number). 5 minutes (max) skit will focus on either the moral of the story or characters in the story. They will also get their grace choices from the same #. There will be 4-5 graces (different) for each unit to choose from. A serious grace, 1-2 fun graces, a traditional, and a spoken grace option will be included. They will LEAD graces (like we teach to girls) vs. perform the grace. Saturday costume contest WILL include a category for committee chairs (and that will be the only category that committee chairs can be considered for), determined by popular vote.

Historian (Rose)

No update.

Meals/Snacks (Melonie)

Melonie will be purchasing caffeine free tea bags this year. If anyone has any caffeine free teas to donate, bring them to the October meeting.

Participant Check-In, Guest Services (Cheryl)

Cheryl requested that the committee vote on themes to put on the ballot.

Publicity & Philanthropy (Jessie)

VLC was a huge success! Our booth was slammed!!! We had necklace swag to give along with information about our event. We had handouts that they took with them. Over 600 people attended, and 93 gave us their contact information for early registration info.

Quarterly SUD meeting was the breakfast SUD meeting at VLC; final meeting will be in Oct (?) – Amber to check. Kippy and Kellie offered to visit

Registration (Marie W)

We have had 14 committee members register, and as of lunchtime today 2 instructors have registered so far. We have 3 financial aid forms submitted thus far.

Website/Technology (Marie L)

Remember to let Marie know of any issues with regonline ASAP so she can fix.

Workshops/Trainers (Sheila)

Sheila to send pictures of the VLC to Rose for the scrapbook. Jeremy (Amber's husband) will be at the weekend to teach archery, so we will be making \$5 on each person that takes archery (we pay \$5 to council vs. \$10, but we have to charge \$10). So that makes 3 male overnight guests (Jeremy, Steven Welday, and Anthony Ross). We have a hearing impaired instructor (Dawn Schakette) that needs an interpreter. None of the committee members can be an interpreter; Sheila is working with council to see if they will provide one. If council option falls through, need a BACKUP PLAN - if anyone knows of anyone that can help, let Sheila know.

Council POC (Jan)

No update.

Our next meeting will be VIA CONFERENCE CALL on Tuesday, Sept. 25 at 7:00 PM.