

North Bay Rotaract Club
Committee Goal Recap Session Agenda



Meeting Date: Wednesday, February 1st, 2017 from 6:00pm to 7:00 pm

Location: Plaza Grill View Room

Purpose/notes: General Meeting

- I. Introduction** (2 min)
 - Trivia
 - Birthdays! – Katie & Rachel
- II. Old Business** (3 min)
 - Upcoming Events (see [NBR Calendar](#) for more detail)
 - 1/23 – Arcata Sunrise Rotary Highway Cleanup, Manila 9:30-11:30am – Edward attended, said it went well
 - 1/27 - Special Olympics Event, Ingomar Club, 70s Theme – Jordan and Sophie participated
 - 1/28 – Big Chili Cook Off, Big Brothers Big Sisters, 2pm – didn't win this time
 - 1/31 – Dictionaries For 3rd Graders, Rotary of Arcata Sunrise – lots of fun, lots of kids
Bruno M. do Amaral – Africa – Mozambique. Shoes that grow
- III. Outreach** (12 min)
 - Katie Uemura
 - Rotaplast Mission to Bangladesh
- IV. New Business** (8 min)
 - Upcoming Events (see [NBR Calendar](#) for more detail)
 - 2/4 – Ferndale Rotary, Steak & Lobster Dinner, 6:30pm Belotti Hall
 - 3/4 – AHS Pancake Breakfast, Fine Arts Building 8-11am
 - 3/4 - 3/5 – BBBS Bowl For Kids Sake, Harbor Lanes
 - 3/11 – Sunrise Event. Theme: Phantom of the Opera
 - 3/18 – Arcata Noon Club Wine Festival, Kate Buchanan Room
- V. Committee Updates** **skipped** (3 min)
 - Fun Run Committee / International Service
 - Club Service
 - Community Service
 - Professional Development
 - Finance
- VI. Closing** **skipped** (2 min)
 - Positions Needed: Public Relations & Vice President – See Jessica Ayala if you're interested in any leadership role
 - Regular Scheduled Meeting: Wednesday February 15th, 2017, Plaza Grill View Room 6:00-7:00pm
 - Next BOD Meeting: Wednesday February 8th, 1266 Winchester Avenue Mckinleyville, CA
- VII. Wine Festival Meeting** (45 min)

Here are the last meeting's notes. Agenda for this Wednesday will be the same getting updates and

-Supplies Check

-Review 2016 Wrap Up for Other Adjustments

-Come with the names three Humboldt services/products that you like and think we should approach for donations

RCofA-NBR Wine Fest Committee Meeting Notes from January 18, 2017

1. Event (400) and Raffle (999) Ticket Sales (Sharon) - Arts Alive!/January/YTD, Distributed/Sold, Rotary/Rotaract, Number of Raffle 6 packs, Ticket Numbers from Rotary Foundation Dinner (Sondra/Calista)

-RCofA to date: Event tickets sold-- 48 / Raffle tickets sold-- 36

-Jordan volunteered to lead the raffle ticket sales at the event, including giving people selling tips

2. Public Relations Plan and Materials (Matt/Jessica)

- Arts January Summary (Shelley): Shelley was out of town. Will get numbers once she returns. 9 event tickets sold. We'll

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also plan on doing this in Feb 3 and March 3. Jordan will look into doing same at the Eureka events.

- Facebook Event Page (Jessica): Jessica wasn't able to attend due to illness. A FB page was created under NBR, but it needs to be moved to a page that is it's own and that can be administered by both NBR and RCofA. The event photo needs to be resized because only part of it is displayed. As soon as the page is moved, we should all invite people to the event.

- Webpage, District 5130 Calendar, Arcata Rotary Calendar (Marisa)
- Costumes Discussion: Reconsidered-think about for next year
- Other Plans
- Access Humboldt
- Last year's program <https://drive.google.com/open?id=0BwZLh0BJID5fVTJNYTAcXpPMFE> - Change to a double-sided handout
- PowerPoint? Yes

-Call Rotary's Dick Wild about what he and Dave Silverbrand talked about for the wine fest (Dave's participation and marketing)

Dave said yes. Advised we would invite him to a wine meeting.

Phillip Wright 443-3123 for station PR. Or program re event. Dave said his station may very well want to do a special pre-event presentation. Phillip is the pivot point to make the decision or be the avenue to present the concept to whoever is in charge.

Dave's email address: das1721@att.net. Phone [1 707 268 8479](tel:17072688479)

Home address: 4163 Cedar St., Eureka

3. Wine/Cider Maker Confirmations/ (Chuck/Daniel/Lacey) - Chuck wasn't at the meeting and had yet to contact Daniel and Lacey

- Confirmations:
- Declines
- Wine Donated
- Wine To Purchase
- Ask wineries to share the wine fest on their facebook pages and put flyers up in their wineries/tasting rooms

4. Event Location & Design (Sondra/Jose) - Jose shared the layout and these changes: non-alcoholic beverages will be moved to Karsher Lounge and the wine glasses to the South Lounge.

- Meeting with Erickson Summary
- ABC Permit and HSU Facility, Alcohol, Catering Paperwork Status
- Volunteer walk-thru date and time

5. Donations (20 max. raffle packages) (Calista/Rachel)

- Plan of Attack: Who to contact, who will be doing the contacting, donation delivery drop dead date.
- Drop Off Location: Vaissaide / Sundberg Mortgage-Realestate
- Donation Tiers/Benefits (see last year's form <https://drive.google.com/open?id=0BwZLh0BJID5fS3hWZzdvd1hNVmc>)
- Calista and Rachel will update the sponsorship letter and form (in coordination with Chuck who is handling the sponsorship piece)
- Agreed to last year's tiers

6. Sponsorships (Chuck) - Chuck wasn't at the meeting

- Plan of Attack: Who to contact, who will be doing the contacting, payment drop dead date. (Last year's are at <https://drive.google.com/drive/folders/0BwZLh0BJID5fS3RoNi1oYnZPeEU>)
Print <https://mg.mail.yahoo.com/neo/launch?.rand=df3s256l0gg63#4017417708>
- Sponsorship Tiers/Benefits-(see last year's form <https://drive.google.com/open?id=0BwZLh0BJID5fS3hWZzdvd1hNVmc>)

6. Games (Linda/Calista)

- Plans - four games, including the wine pull, a new ring toss, the wheel, and darts

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7. Next Meeting

-Date/Time/Location- Feb 15, 6:30 at the Plaza View Room

-Updates

-Supplies Check

-Review 2016 Wrap Up for Other Adjustments

-Come with the names three Humboldt services/products that you like and think we should approach for donations

8. Volunteers (Delora) - There will be two volunteer walk-thru's on 15 (both at the event location): noon and 6.

9. Need to order wine glasses and plates (Marisa)