



VALDEZ MUSEUM & HISTORICAL ARCHIVE ASSOCIATION INC.

MEETING OF THE MUSEUM ROADHOUSE COMMITTEE

June 16, 2015 - Meeting Time 6:00 pm

Egan Commons

1. **Call to Order/Roll Call**
2. **Introduction of Guests**
3. **Public Business from the Floor**
4. **Committee Chair Report**
5. **New Business**
 - a. Auction update
 - b. Catering update
 - c. Dessert dash update
 - d. Entertainment update
 - e. Table & room decorations update
 - f. Civic center sound system update
6. **Old Business**
7. **Committee Business from the Floor**
8. **Next Meeting: July 21, 2015 – 6:00 pm**
9. **Adjournment**

Emmie:

Was supposed to talk to someone she knew to see if they could help with ticket design, center pieces etc. I have not heard that has been done.

Did sponsor letters go out?

How are we doing with respect to live auction items?

Do you need any more assistance with the auction since Barbara will no longer be able to help?

Have you talked with our honoree to discuss a bio/picture?

Who will be handling the side raffle since Barbara will not be here?

Who will be working with Andrew to select pictures used for the live auction?

Lisa:

What sort of menu do we want this year?

When will you send out bid requests?

Are we going to ask to sample the menu beforehand?

Have you alerted anyone to this year's date change for Roadhouse, a week later than usual?

When you will begin looking for dessert volunteers for the dash?

Hostess table requirements?

Tim:

Did you get the plays you requested that go with our "Education" theme? If so, please share.

I understand Dawson Moore has again agreed to help with entertainment again this year, how does he feel about a skit? Will he go solo or need assistance?

Ideas for stage/room decorations?

Ideas for table decorations if our committee should need help with this?

Who will handle the sound system this year? Has the Civic Center upgraded it?

Confirm:

Dorothy has agreed to be our honoree.

Cary has agreed to be our auctioneer.

Dwight has agreed to be our Emcee.