Meeting Minutes
Cameron Station Community Association
Activities & Events Planning Committee
Tuesday, October 4th, 2016, 7:30 pm

I. CALL TO ORDER/ESTABLISH QUORUM

The meeting was called to order at 7:45pm by Radhika Goel, Committee Chair, Alexandria VA.

Members Present: Radhika Goel, Committee Chair; Committee Members: Phyllis Fantazier, David Ngyuen
Members Absent: Pennie Aldrich, Francesca DeFeo Burke, Keteryne Revenko, Pilar Movila Temme

Others Absent: Jon Dellaria, Board Liaison to the Activities & Events Planning Committee

II. APPROVAL OF MEETING AGENDA

Motion: Approve Meeting Agenda
Moved By: Radhika Goel
Seconded By: David Ngyuen
For: All
Against: None
MOTION: PASSED

III. APPROVAL OF Last Month’s MEETING MINUTES

Motion: Approve August Meeting Minutes
Moved By: Radhika Goel
Seconded By: Phyllis Fantazier
For: All
Against: None
MOTION: PASSED

IV. Halloween Kids party - Sunday 10/23rd 4-6pm

- Need 15 people to manage games tables – Jon D is out of town and will not be able to help. Phyllis volunteered to help.
- Setup 1 - 4pm
- 200-250 residents attend
- Radhika requested volunteers to buy snacks and candy. Radhika volunteered to go and grab items from BJs
- Irina Babb gave $1500 for the event.

V. Concert - Great Room Saturday 10/29  6:30 – 9:30pm

- Francesca, Phyllis, Radhika will help setup 4:30 – 6:30pm
• Band will be there.
• Radhika requested volunteers to buy food from BJ/Costco: cheese crackers, nuts, dry food – Phyllis volunteered to buy.

VI. Holiday Party – December 11th Sunday
• Radhika requested volunteers to work on food Catering - Team volunteered Francesca to work on Food Catering. Will request three bids from various restaurants. Preference is to have a known restaurant for big events. Events committee will discuss and vote, if a new restaurant provides the lowest bid.
• Radhika requested volunteers to work on Band: Phyllis will work on it.
• Radhika requested volunteers to work on Photographer and Photo booth – Radhika will work on it.
• Radhika informed to the members 3 people committed to sponsorship but unsure of amount. Radhika requested if any event members have any sponsors.
• Need help to setup starting on SAT 12/10 for a few hours
• Potentially open up the pool area – Last year, we used second floor that helped in crowd management but it would be nice to have more space as it’s get very crowded. Radhika suggested tent and heater etc. on Kilburn street which will be possible only with sponsors as it will require more money to rent the tent and equipment and will need to get permit from the city. Other option is to have two parties (Family on Adult) on 12/11 but will require lot more work from events committee and it’s good to have kids around for the Holiday Party. The suggestion to have staggered there 2 hrs party blocks with residents RSVP and choosing the block they will attend was labor intensive and members didn’t approve the option. Concluded to open the pool area weather permitting.
• Jon will supply fire pit

VII. Review of September Events
• Successful Ethiopian Happy Hour – Phyllis and Radhika attended.
• Yard Sale – Phyllis led the successful yard sale with Francesca’s help.

XI. Adjournment

The next Committee meeting is Tuesday, November 1st at 7:30 PM in the Conference room.

The meeting was adjourned by Radhika Goel, Chair at 8:50 PM.