

AGENDA

The below agenda was provided to the Festival Committee members in attendance.

- Introductions (Attendees)
- Action Item Status Updates
- Open Chair Positions
- Committee Updates
- Old / New Business (2014 Improvements)
 - Festival Layout Sub-Committee
 - Lime-a-Rita and Straw-be-Rita Discussion
- Next Meeting / Adjournment

ATTENDEES

BOB SHREVE	ELLIE ROSE	MARIA NICOLLS
BRENDA STIER	JANE YOST	RUSTY HERZOG
DAN KENSILL	JEANNINE FRANK	SARAH MCCLAIN
DAVE BRUENING	KRISTIN LIEB	VINCE METZGER

The meeting began with a review of the agenda and February Action Item (AI) log. The status of the AI updates is shown below:

OPEN / NEW ACTION ITEMS

#	OWNER	DESCRIPTION	OPENED
1.3	Booth Chairs	Laureen will need booth chair and coordinator information by Apr-01 to setup the ivolunteer.com website. <i>Laureen plans to send Chairs an email reminder.</i>	01-23-2014 (Open)
1.4	Jeannine Frank	Jeannine will call Bob Shreve to see if he can mock up a couple of scenarios for moving the stage area. A side meeting can be setup to explore options. <i>The group talked with Bob S. and determined that a subcommittee can be formed to discuss this during another time and meeting. Jeannine will send an email to Brenda, Rusty, Dan, Bob, Jeannine and Vince.</i>	01-23-2014 (Open)
1.7	Jeannine Frank	Jeanine has a possible Auction Co-Chair lead and will send her information. <i>Jeannine will send Michelle the information.</i>	01-23-2014 (Open)
1.8	Vince Metzger	Provide all Committee Chair a Job Responsibility template to complete for when they decide to leave that position.	01-23-2014 (Open)
2.1	Jeannine Frank	Jeannine will contact John Courtney regarding the Friday night new band. They want to rent lights and would like a deposit (maybe half) or about \$750.	02-20-2014 (New)
2.2	Vince Metzger	Double-check with Tim Schuh and Dan Wehrle to see if they would be willing to share the Major Gambling Chair position. (It is possible that Tim Killion could be reserved for the next year, but he is unavailable for next year).	02-20-2014 (New)

#	OWNER	DESCRIPTION	OPENED
2.3	Vince Metzger	Setup a Money Room pricing meeting sometime in June 2014.	02-20-2014 (New)
2.4	Jeannine Frank	Check with Rob Baker on his status for Non-Food Ordering.	02-20-2014 (New)
2.5	Vince Metzger	Contact Jon Hawke and Scott Kososki on potential Non-Major Gambling Chair prospects.	02-20-2014 (New)
2.6	Vince Metzger	Check with Jon to see if he has the notes that Adam Berning and he wrote up for the position.	02-20-2014 (New)
2.7	Jeannine Frank	Send an email to the volunteers from last year with the Festival website link.	02-20-2014 (New)
2.8	Vince Metzger	Add a "Beer Sales Tokens" Chair to the roster of Festival Committee Chairs	02-20-2014 (New)
2.9	Vince Metzger	Add Lime-a-Rita and Straw-be-Rita discussion to March meeting business.	02-20-2014 (New)

CLOSED ACTION ITEMS

#	OWNER	DESCRIPTION	OPENED
1.1	Laureen Catlin	Check on the texting option for www.ivolunteer.com (01-20-2014) Jeannine validated that email is the only options.	01-23-2014 (Closed)
1.2	Laureen Catlin	Check to determine if there is a way to link to booths from a map. (01-20-2014) Jeannine stated that there was not an option to link the maps and booth.	01-23-2014 (Closed)
1.5	Vince Metzger	Contact Lynn/Pete to inquire if they are planning to reach out to Kings Honda. (01-20-2014) Dave contacted Kings Honda.	01-23-2014 (Closed)
1.6	Dave Bruening	Check with Kristen on a motorcycle raffle instead of a boat auction. (01-20-2014) Dave stated that the decision has been made to auction a boat again.	01-23-2014 (Closed)

OPEN CHAIR POSITIONS

The below positions have openings for the 2014 St. Susanna Festival:

1. Festival Co-Chair
2. Auction Co-Chair
3. Beer Sales Tokens – newly added position as of February committee meeting.
4. Major Gambling Chair – could this be a Co-Chair position? (i.e. Tim Schuh & Dan Wehrle).
5. Non-Major Gambling Co-Chair(s) –this position will require the oversight of approximately 8 different games.
6. Security/Parking Co-Chair

Below is the current 2014 Committee Roster. The positions highlighted in yellow are the open positions. The positions highlighted in brown are the positions that have not been confirmed for the 2014 festival.

Committee 2014 September 5, 6, 7, 2014	Confirmed	First name	Last name	Phone	Mobile	Email
Chair 2014	X	Vince	Metzger			vpmetzger@gmail.com
Co-Chair (Chair 2015)		Open	--	--	--	--
Advertising	X	Jodi	Tucker	--	--	--
Auction Co-Chair	X	Michelle	Avila		(602) 571-3558	michelle.avila@macys.com
Auction Co-Chair		Open	--	--	--	--
Basket Booth Co-Chair	X	Carolyn	Burns	(513) 779-9875	(513) 307-1776	ceburns@cinci.rr.com
Basket Booth Co-Chair	X	Ann	Roda		(513) 217-7053	annroda@gmail.com
Basket Booth Co-Chair	X	Tiffany	Zeuch		(513) 349-7311	tzeuch@sibcycline.com
Basket Booth Co-Chair	X	Ellie	Rose		(832) 794-0695	elenamrose@hotmail.com
Beer	X	Eric	Daly		(513) 617-4837	tristatehotshot@gmail.com
Beer	X	Mark	Meyers	(513) 680-2438	(513) 680-2438	meyersm@mccluskey.com
Beer Sales Tokens		Open	--	--	--	--
Bingo	X	Heather	Van Pee	(513) 492-8046	(513) 739-3188	vanpeeh@gmail.com
Bingo Co-Chair	X	Joyce	Mueller	(513) 398-4529	(513) 549-6434	joycem234@yahoo.com
Electric	X	Rick	Franz	(513) 349-1978	(513) 349-1978	rckfranz@yahoo.com
Electric	X	Dan	Kensill	(513) 398-0012	(513) 313-0426	dkensill@cinci.rr.com
Entertainment	X	John	Courtney		(513) 377-4989	johnvcourtney@gmail.com
Finance	X	Brenda	Stier	(513) 477-9677	(513) 477-9677	lstier@cinci.rr.com
Food Co-Chair		Open	--	--	--	--
Food	X	Maria	Nicolls	--	(513) 253-3994	m_nicolls@yahoo.com
Food Purchasing (Chair Emeritus 2011)	X	Rusty	Herzog	(513) 759-0580	(513) 200-2109	mrputter1@mac.com
Grand Raffle	X	David	Bruening		(513) 348-6686	David.Bruening@yahoo.com
Grand Raffle	X	Kristin	Lieb	(513) 459-9285	(513) 252-6892	klieb@zoomtown.com
Grounds		Randy	Stegbauer		(513) 604-7955	resteg@gmail.com
Hospitality	X	Laureen	Catlin	(513) 886-1477	(513) 886-1477	catlinl@stsusanna.org
Instants	X	Dave	Haverkos		(937) 313-2414	dave.haverkos@danis.com
Kids Games Co-Chair		Open	--	--	--	--
Kids Games Co-Chair	X	Amy	George		(513) 382-7591	algeorge75@hotmail.com
Kids Games Co-Chair	X	Allison	Lorei		(513) 967-0161	alorei@fuse.net
Kids Games Co-Chair	X	Michelle	Sidoti	(513) 336-6220	(513) 236-7630	mmsidoti@zoomtown.com
Kids Games Co-Chair	X	Maureen	Sorce	(513) 398-5538	(513) 668-3000	sorcepm@gmail.com
Layout	X	Bob	Shreve		(513) 473-4594	bshreve@fuse.net
Major Gambling - Chair		Tim	Schuh		(513) 238-7303	schuhman@fuse.net
Money Room	X	Jane	Yost	(513) 398-0911	(513) 379-8086	drugster@aol.com
Money Room Co-Chair	X	Sarah	Mcclain	(513) 336-6240		sarahmcclain5@gmail.com
Non-Food Ordering	X	Rob	Baker		(513) 582-1631	thefivebakers@gmail.com
Non-Major Gambling Co-Chair		Open	--	--	--	--
Non-Major Gambling Co-Chair		Open	--	--	--	--
Permits	X	Brenda	Stier	(513) 477-9677	(513) 477-9677	lstier@cinci.rr.com
Security/Parking Co-Chair	X	Jim	Manning	(513) 459-8501	(513) 340-5138	jkmanning1997@yahoo.com
Security/Parking Co-Chair		Open	--	--	--	--
Set Up	X	Tom	Skinner	(513) 582-7966	(513) 582-7966	tskinner@cinci.rr.com
Sponsors	X	Pete/Lynn	Olmsted	(513) 545-9685	(513) 317-7538	polmsted@cinci.rr.com

COMMITTEE UPDATES

ADVERTISING (Open)

- Rusty said that Debbie Martin sent him a timeline for the advertising. There was nothing due this month.
- Jeannine mentioned that the street sign for the banner over Main St. is the week before (week of Aug 25th).

BASKET CO-CHAIR (Ellie Rose)

- Tiffany recruited her and she said that they would not start contacting the vendors until April/May.

ELECTRIC (Dan Kensill)

- There are no updates unless there are changes to the layouts. Dan is concerned about who is providing directions for the pizza oven. Dave Hart said that Greg Hacker is planning to fix some plumbing that requires some maintenance. Dave stated that he is working with the Fish Fry (Scott Kososki and Pat/Pam Grimes).

ENTERTAINMENT (John Courtney)

- Rusty stated that John Courtney called him and said the new Friday night band is a new band. They would like a deposit (maybe half) because they want to rent lights. The band is \$1,500 and half would be about \$750. (AI) *Jeannine will contact John C. regarding the details.*

FINANCE | PERMITS (Brenda Stier)

- Brenda confirmed that she could do Finance and Permits.

FOOD (Rusty Herzog / Maria Nicolls)

- If there is anyone who can run errands and do some legwork that would be VERY helpful. There may not be a need for a Co-Chair but instead a runner who could help out the week of the festival?
- Rusty was thinking of maybe doing a "burrito-bar" (or Mexican theme) but it can be discussed later.

GRAND RAFFLE (Dave Bruening)

- Dave contacted Kings Honda. Danny is still confirming as to whether he can do a 3-year lease. He still wants to the booth and TV.
- Dave is trying to finalize printing on tickets. Dave is waiting to hear from Danny regarding the cars. In past years they tweaked the times and he just wanted to make sure the times were good before printing.
- Fri (5:00P - Midnight) | Sat (4:00P - Midnight) | Sun (2:00P - 9:00P)
- The Archdiocese requested that raffle tickets will not be mailed due to postage increase. The church will use school mail, CFP, and after church pickup. They will not be labeled and simply be distributed. Postage from last year was \$6,800. They took in \$16,000 from last year's grand raffle. Dave thought that 1 to 1-1/2 cases (500/case) were left over from last year.

LAYOUT (Bob Shreve)

- Bob confirmed that he can assist with any proposed layout changes. There is nothing else to report.

MAJOR GAMBLING-CHAIR (Tim Schuh)

- There was indication that Dan Wehrle could be an option. There was mentioned that Tim Killion would not be available for the festival this year but maybe Tim could be reserved for the next year? (AI) *Vince to double-check on if they want to combine.*

MONEY ROOM (Jane Yost)

- Jane has an official co-chair (Sarah). Jeannine asked when a good time would be to have a final list for the booths. Brenda said that all booths should be finalized before the last meeting. Brenda suggested that we have a pricing meeting in June. (AI) *Vince setup a pricing meeting in June.*



Rusty mentioned that there is a festival meeting for the archdiocese at St. James White Oak (Mar-02). Rusty sent Jeannine the email details.

NON-FOOD ORDERING

- (AI) Jeannine will check with Rob Baker on his status for Non-Food Ordering.

NON-MAJOR GAMBLING CO-CHAIR

- (AI) Vince will check with Jon Hawke and Scott Kososki on potential Chair prospects.
- (AI) Vince to check with Jon to see if he has the notes that he and Adam Berning wrote up for the position.
- Could Alan Church be a potential prospect?

SECURITY/PARKING CO-CHAIR

- Could Dave Hart be an option? All in favor say "Aye"!

STAFF LIAISON (Jeannine Frank)

- Jeannine stated that the festival website is functional. The site is located on the parish web site is located under the Ministries tab (under Fellowship). (AI) Jeannine will send an email will be sent to the volunteers from last year. Here is a link: <http://www.stsusanna.org/index.cfm?load=page&page=206>
- Lauren asked if we need to take the beer booth sign-up offline. Since there is a problem with one of the booths, should we have a generic signup and then the volunteers are distributed? It might make things easier if there is a separate Chair for beer and another Chair for tokens. Wiedemann sent Jeannine a letter and she will forward to Mark for review. Brenda mentioned that maybe a premium beer option could be put in Beer #3.
- Jeannine gave Vince a new parishioner that is interested in helping.
- (AI) Vince to add a "Beer Sales Tokens" Chair to the list of Chairs.
- (AI) Vince to add Lime-a-Rita and Straw-be-Rita to March discussion topics.

OLD / NEW BUSINESS

1. Since it is early in planning, a subcommittee will meet before the March meeting to review configuration and layout options for the booths and stage.
2. A discussion will be held during the March meeting to review the Lime-a-Rita and Straw-be-Rita options from last year's festival. Should we proceed in this direction again or review other alternatives?

The next meeting is scheduled for **March 20, 2014 @ 7:00 PM (St. Julie Billiard Room)**.

Meeting adjourned at 8:15.