

## MWR Meeting Minutes, 11/13/03

Attendees: Eileen Nave, Valerie Carpenter, Chris Wallace, Roberto Pagtalunan, Yvette Jefferson, Suzanne Earley, Sarah Kotecki, Joyce Smith, Jim Randall, Bruce English, Robin Labby, Fred Myers, Carl Throckmorton, and Jennifer Davis

### Holiday Party '03

- Tickets have been distributed, the flash is out, and the posters are up
- **No** valet parking – too expensive to pursue
- String quartet (high school group) will play for the 1<sup>st</sup> hour out by the ticket table
- DJ from 7 – 12 pm (extra hour free)
- Final headcount is due by 12/2 => ticket sales stop 12/1 (**NO EXCEPTIONS**)
  - Val to send an e-mail the Monday and Friday before the end of the ticket sales stating that no tickets will be sold after 12/1
- Using donated decorations
- Need people between 4 - 4:30 pm to decorate the tables at Nauticus (Chris already has some volunteers)
- Carl Throckmorton to be Santa
- Chris/Robin/Eileen to check with the Admiral about giving out prizes
- Prize give-away times
  - 9 pm (by Santa)
  - 10 pm (by Admiral Cellon ?)
  - 11 pm (by the Vice or the Admiral ?)
- Ticket takers schedule
  - 7 – 8 pm: Joyce Smith and Roberto Pagtalunan
  - 8 – 8:30 pm: Bryan and Natalie Augsburg
  - 8:30 – 9 pm: Sarah Kotecki and Valerie Carpenter
- Food schedule
  - 7 – 8 pm: Appetizers (ticket area)
  - 8 – 10 pm: All other food (DJ area)

### Leadership Changes (effective January '04)

- Leisa Archie-Barnes to take over the candy distribution at LRA
- Need a fundraising chair
  - Chris Wallace to take over this role
  - Desire to have some type of fundraising each month
- To be discussed
  - Relocating co-chair positions to help committee chairs that need more help (i.e. fundraising and events)
- Phil Smith has volunteered himself to be an ESG link for MWR

### General Items

- **Next meeting: January (exact time and place TBD)**

**ATTENDANCE - November 13, 2003**

<u>Name</u>	<u>Location</u>	<u>Phone Number</u>
Valerie Carpenter	LRA - B	322-8346
Chris Wallace	LRA - A	322-4778
Yvette Jefferson	N-26	322-8322
Fred Myers	LRA - A	322-8366
Eileen E. Nave	LRA - A	322-4756
Suzanne Earley	LRA - A	322-4731
Carl Throckmorton	N-26	322-4311
Jim Randall	LRA - A	322-8277
Bruce English	N-26	322-4220
Sarah Kotecki	LRA - A	322-4769
Roberto Pagtalunan	LRA - A	322-4741
Joyce Smith	LRA - A	322-4060
Robin Labby	LRA - A	322-4789
Jennifer Davis	LRA - A	322-4775