



Head, Clara and Maria Townships

50-60's Dance Committee

Meeting Minutes for April 16, 2015

10 a.m. – HCM Municipal Hall

1. Roll Call

Committee: Rec. Rep - Gayle Watters

Committee Members: Albert Chartier, Sue Giroux, Noella LeBreton, John Reith, June Vaughan, Jim Watters

Absent: Gayle Watters, Jim Watters

Guests: 0

2. New Business:

- a. Band – dates available? Cost? Budget of \$1000

Action: Albert Chartier - to follow up with the Jones Band for availability & cost. Albert will contact Wayne Clouthier for Jones contact info. Albert will also follow up with Back in Time Band on their availability & cost once we have a chance to listen to them on April 18th, 2015.

- b. Date – July 18, 25 / Aug 8, 15 or 29 – *to be determined after we find out Band's availability*

- c. Decorations – *Budget of \$300 was determined*

Action: Sue Giroux & June Vaughan - to follow up re: theme, table cloths, napkins, etc.

Action: Noella LeBreton - to check with Eunice to see if she still has the old 45s & 78s records

- d. Bar – 2 people

Action: Noella LeBreton - to contact Rosanne Boudreau re bartending and also ask her if she has somebody in mind to assist her and if not I am to find another volunteer. In addition, follow up with Rosanne to see if she is willing to work with Paul on ordering the liquor.

- e. Liquor – Yates Store – must be ordered at least 3 weeks before the event

Action: Noella LeBreton – to contact Paul Sarrazin re ordering/setting up the liquor and also ask him if he would work with Rosanne Boudreau

- f. Food – 50/60s style – **yes, burgers/fries/milkshakes** – Included in ticket cost or additional – *still to be determined.*

Action: John Reith will check with National Grocers re baskets for burgers & fries and an estimated cost/portion for food.

Action: Noella LeBreton – to check size of fish fryer at home (basket included).

Action: Albert Chartier – to check with Todd Dowser re what they use for their annual fish fry and get back to John with the info.

Action: Noella LeBreton - to check with township re BBQs & propane tanks.

Action: Sue Giroux to check in Ottawa for foldable French fry boxes and bring back info to the next meeting.

g. Tickets:

- i. Cost? – *to be determined at next meeting*
- ii. # to be sold = **120**
- iii. Cut-off date re: sales – *to be determined at a later date*

h. Advertising – posters, radio stations, COGECO, NRT (coming events) –

Action: Gayle Watters to follow up once Band & date has been determined?

- i. Dress Code – costume – **yes**, *dress for the era but NOT mandatory* - to be included in advertising poster.
- j. Liquor licence application –

Action: Noella LeBreton to complete the application.

k. Float – Rec committee will provide – *I did inform the sub-committee members this will be discussed at the next Rec Committee meeting.*

l. Door prizes – best costume? Spot dances –? to be included in advertising poster - *it was determined no door prizes but have a prize for 2 spot dances and the best costumes (ladies & men) – 4 prizes all together. Suggestions were gift certificates such as Tim Horton's card, lottery ticket, Freddy's pizza.*

Action: Jim Watters to follow up with getting the prizes?

m. Doors open at? – 7:30 p.m. & Band starts at? – 8:00 – 1:00 a.m.

n. Food preparation – on or off site? - Food to be prepared on site.

o. Gayle Watters' suggestions – please see the report provided.

p. Any other thoughts/suggestions?? –

- i. Designated Drivers – Local only (Deux-Rivieres to Mackey) - to be included in advertising poster.

Action: Noella LeBreton to contact Marlene Gibson to see if she is interested in being a DD.

- ii. Volunteer – Pay or NOT?? – We will re-visit.
- iii. Attendees to 50-60's dance – Question: who should attend? Persons with age of majority or do we allow all including children – it was decided that attendees would be age of majority.

Recorded Vote: Unanimous

- iv. Outdoor fenced-in patio

Action: Albert Chartier & Noella LeBreton to follow up and work together.

Action: Noella LeBreton to check with Melinda Reith to see if council approval is required.

Action: Noella LeBreton to get clarification – if ball field is not in use, does the 30 metre still apply re smoking within outdoor patio.

- v. Tents – We may be able to borrow the townships' tents as they will have some purchased by then.

Action: Albert to follow up with his sister re borrow her folding tent

Action: John to follow up re his tent?

- vi. Picnic Tables for patio – it was determined that there should be at least 4 picnic tables set up in the outdoor patio.

Action: Noella LeBreton to follow up re borrow from township.

Action: Albert Chartier will pick up from OMP if needed.

2 – “Any agenda items etc. please have them to me or Gayle by the Friday before the meeting date for inclusion for the next meeting.”

- vii. Volunteers – we discussed having youth helping with the setup and tear down. We have also determined how many volunteer will be required the evening of the function: 2 persons at the door, 1 taking orders, 2 to prepare the food/serve, 2 dish washers, & 2 bartenders.

Action: Noella LeBreton - to follow up and have a list of duties for the youth & contact Trang Ton, Betty Condie, Linda Chartrand, Winston Chartrand & Melinda Reith to see if they would be available during the couple of hours (still to be determined) when the food will be served.

- q. Budget – to be filled out with an estimated cost and brought back to the Rec Committee for approval. Their next meeting is scheduled for May 20, 2015 - 7pm in the Municipal Hall.

Action: Noella LeBreton to complete after next sub-committee meeting and bring to Rec Committee on May 20th for approval.

- r. Hall Rental Agreement must be filled out even though there will be no cost.

Action: Noella LeBreton to complete.

- s. Please review - Social Programming Committee Terms of Reference provided.
- t. So everyone is on the same page - this is a Fundraising Event.

3. Questions & Answers:

Question: Members of the sub-committee asked: What is the fundraising for?

Answer: The sub-committee members were informed the proceeds the sub-committee raises will go back to the general fund of the Rec Committee which is then allocated to specific areas regarding recreation.

Question: What do we tell someone who is donating a gift certificate? The fundraising is for the Rec Committee??? Can the proceeds go towards something specific - i.e. storage shed at Old Mackey Park to store items? The sub-committee would like more clarification.

Action: Noella to follow up and get more clarification for the next sub-committee meeting.

Question: The money in the donation jar at the bar - Does it go to the volunteer or the Rec Committee? There is controversy regarding this subject and needs to be stipulated by the Rec Committee. Who gets the donations?

Action: Noella to follow up with the Rec Committee to get clarification.

4. Adjournment – 12:15 p.m. – Next meeting: – April 28, 2015 – Time: 10 a.m. in the Municipal Hall.