

Minutes

CHEA Board Meeting, Tuesday, August 29, 2017, 7:30 p.m.

Present: Ron Browning, Matt Kinnard, Jean Lee, Ric Macpherson, Jean Pirovic, Pat Cunniff and Beverly Silverberg (guest)

The Board meeting opened at 7:30 p.m. at the home of CHEA President, Ron Browning. The order of business was to plan the 2017 CHEAFest.

Date/Time/Location for CHEAFest

The Board voted to hold the 2017 CHEAFest from 2 – 5 p.m. on Sunday, October 1, 2017, at the corner of Commander and Windsor. Rain date would be Sunday, October 8, 2017. Jean Pirovic agreed to contact residents at this intersection to ensure that this would be acceptable to them. Likewise, these residents at the intersection of Commander and Windsor would be asked to provide trash cans for the event.

Food and Drinks

Beverly Silverberg provided the shopping list from previous CHEAFests. Jean Pirovic, Beverly Silverberg and Jean Lee agree to coordinate these purchases. It is estimated that we would have between 50 and 60 people. In our flyer, we would also encourage residents to bring a dish of their choice.

Ric Macpherson said that he would coordinate with Joe Novello (and his truck) to bring the grill up to the Commander/Windsor intersection for cooking Hamburgers and Hot Dogs.

Entertainment

A decision was made to book the “balloon twister” as entertainment. Ron Browning will handle this contact. We will not have “face painting” this year, but will purchase coloring books and pencils and have a “coloring book station” at our event. The latter would be good for children and adults alike. Ric Macpherson said he would contribute some coloring books; other board members were encouraged to do the same.

Publicity

Since the event is scheduled earlier than in previous years, the Board decided to distribute a flyer electronically right after Labor Day. Pat Cunniff will draft this and work with Jie Zhang, Treasurer, to send it out. On the flyer, residents will be told day/time/location of the event, type of entertainment, CHEA dues collection process (for 2018) by cash, check, or Square and all will be invited to bring their favorite dish. A newsletter will be done later.

Bev Silverberg has the yard signs that need to be put out the morning of Sunday, October 1st. She will work with Ric Macpherson to put these out. Jean Pirovic will contact Lisa Holt to see if we can obtain balloons for each sign. In the past, we have had 12 signs with 2 or 3 balloons at each sign.

Joe Novello will be contacted by Ron Browning to see if he is willing to take photos at the event (also to provide his truck for moving grill to Windsor and Commander.)

Ron Browning and Beverly Silverberg will deliver an invitation to our county police, the UP police, the UP Mayor, and our county officials to attend this event.

Work Assignments

Food: and Drinks: Jean Pirovic, Jean Lee, and Bev Silverberg

Registration Table: Jean Lee and Matt Kinnard will handle the registration table and assist with dues collection. CHEA members who use the Square will be asked to add the \$3.00 service fee to their dues. Other board members may be asked to take a turn at this table.

Set-up and Take Down Tables and Chairs: Ron Browning will put out a list of “What’s Needed” the week before the event to obtain needed tables/chairs and individuals to handle set-up and take down. Board members will be asked to respond. It was noted that Service Credit might be earned by teenagers in the community for helping with this event. Pat Cunniff said she would contact a few families who have teenage children to see if we can get them to volunteer. Others were encouraged to do the same.

Notify Neighbors at intersection of Commander and Windsor: Jean Pirovic agreed to do this, and as of 9/3/17, the neighbors at Commander and Windsor have been informed of the date and place for this year’s CheaFest.

Coolers and Ice: Several board members have coolers and will provide ice. This should be mentioned in the email “What’s Needed” by Ron Browning asking for tables/chairs, etc.

Flyer Distribution: Pat Cunniff will draft the flyer for initial electronic distribution and then run off 250 copies of a hard copy flyer to be delivered throughout the community during the week prior to CHEAFest. Volunteers will be asked to assist with the final door-to-door distribution.

Order Square: Ron Browning will work with Jie Zhang to order a square.

The Board felt that there would not be a need for another face-to-face meeting prior to the event. Questions and requests for help can be done electronically.

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

Patricia A. Cunniff, Secretary

