

## Minutes for Rec Center Fundraiser Dinner 2025

**April 17 2025 8:00AM, June 3 at 8 a.m.**

Present: Monica, Kassi, Alisa, Dave, Vicki, Rem, Mckenzie

### Venue:

- Red Barn (now white barn) September 23, 2025 6:00PM
- Dinner provided by Mission Mexicana
- **Alisa will confirm place settings and number of tables with Sharon. She will also confirm per plate cost with Mission Mexicana (\$15 per plate?) and what they plan to serve, including dessert. She will also speak with Sara Martin at the Mercantile about beer/wine. → Discussion on forgoing dessert with Mision Mexicana and opting instead for a Dessert Dash (or a dessert potluck)**

### Alcohol:

- We discussed getting a single-use alcohol license for events (from the city?) → Sarah Martin recommended a \$500 event planter
- As far as quantity of alcohol... we discussed two pony kegs and/or wine.
  - Dave volunteered to visit vineyards
  - Alisa volunteered to reach out to McCall breweries

### Emcee and Speakers:

- Agreed that Tom did a great job last year and we will use him again this year if he is willing. **Dave will speak with him. → Tom confirmed.**
- A number of names were suggested for key note speaker. → We settled on asking Ryan Campbell if he'd be willing to speak
- Discussed possibly having Rem or Patti be the board member speaker. → Rem to do SVCRD speech

### Tickets for event:

- Cost of tickets will be \$35 each
- We will add the option to buy tickets through Eventbrite
  - **Kassi will set it up. People purchasing tickets through Eventbrite will be responsible to pay the processing fee → Kassi to set up Eventbrite for Harvest Dinner; We also discussed getting a QR code for tables so people can donate easily**
- Table sponsor cost will be \$600 → We sold 9 tables in 2024 and are aiming for 10-12 tables this year.
- Person/business to underwrite \$3000 → Alisa volunteered reach out to DF Development about an event underwrite
- Matching donor amount will be up to individual donor to choose amount

### Advertising:

- Discussed waiting till July to send letters to possible donors.
  - Discussed putting QR codes on letters for donating
- Save the date email blasts and fundraiser info in newsletter **(I am not sure when we decided to begin those...)**
- Running something in the Star News should be done early. **Dave will follow up on this**

- Signage for harvest dinner should be at the front desk, along with ticket sales, Eventbrite link, and QR code for donations (especially for folks who can't attend)
- Front desk should be trained on what the event is and the importance of fundraising → Shay to address this at a staff meeting
- Monica asked Shauna to put Harvest Dinner in the 'Cascade Happenings' newsletter; It ran in May and slipped off the calendar in June.

### **Additional items discussed:**

- Gifts for table sponsors: Rem suggested a live tree centerpiece which his company would kindly provide. We will also have the starred chair win the centerpiece on the non-sponsored tables. → Rem said table centerpieces are ordered and in their nursery.
- Suggestion that we acknowledge donors at the event in some way
- We will have the same pledge cards at tables with levels of giving
- Agreed on a target amount of \$30,000 to raise at the event
- We will need a projector and screen → The Campbells recently purchased an A/V system; We can use CCAC's audio equipment as a back-up plan
- Decided against having music or entertainment.
- **Kassi will provide spreadsheets so we can keep track of donors/sponsors we have contacted** → Kassi's spreadsheet is here: [https://docs.google.com/spreadsheets/d/1guGAbNs1kB9HkbT0l12S7NLUHkhFDLu\\_7vGOolaNJo/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1guGAbNs1kB9HkbT0l12S7NLUHkhFDLu_7vGOolaNJo/edit?usp=sharing)
- Agreed that we don't need committees-everyone will pitch in where needed.
- We discussed the need to thank donors but didn't come up with an exact 'how'

### **Silent Auction:**

- Group to start soliciting silent auction items
- McKenzie to be contact for items; Monica to help with signage at event → Items can be dropped off at the rec center

### **Event preparation:**

- SVCRD to offer a table with print-outs of the rec center's financials:
  - Two copies of the budget: [https://docs.google.com/spreadsheets/d/1bSQVEM0EKHFM2xl\\_ttJMZwnGoh7Y\\_CgHZ3Pv38LFTbX4/edit?gid=0#gid=0](https://docs.google.com/spreadsheets/d/1bSQVEM0EKHFM2xl_ttJMZwnGoh7Y_CgHZ3Pv38LFTbX4/edit?gid=0#gid=0)
  - Five copies of the facility upgrades completed this year: [https://docs.google.com/spreadsheets/d/1bSQVEM0EKHFM2xl\\_ttJMZwnGoh7Y\\_CgHZ3Pv38LFTbX4/edit?gid=2113331007#gid=2113331007](https://docs.google.com/spreadsheets/d/1bSQVEM0EKHFM2xl_ttJMZwnGoh7Y_CgHZ3Pv38LFTbX4/edit?gid=2113331007#gid=2113331007)
  - Capital maintenance schedule (Excel spreadsheet)