

Minutes for Rec Center Fundraiser Dinner 2025 July 24, 2025, at 8:00 a.m.

Attendance: Monica, Vicki, Rem, Mckenzie, Shay

Meeting commences: 8:03 a.m.

Catering:

- Deposit (\$1000) due to Mision Mexicana by Sept. 1
- Need a final head count by Sept. 17
- Group decided on chicken & beef (no pork)
- Servers come at an additional cost discussed possibly using swim team kids or doing self-serve; Resolved to ask Mision Mexicana for a price on two of their servers
- Group decided to err up on headcount if we opt for self-serve

Venue:

- Venue is spacious enough to include a TV monitor with a photo slideshow Shay and Mick to test TV found in crawl space
- Shay and McKenzie to staff ticket table at event Rec center to also have t-shirts/sweatshirts on sale at event
- Need to know if internet is available for day-of ticket sales
- 25 tables (at 8 seats each) = 200 seats maximum
- Rec center to reserve three tables for its own use:
 - 1 table for rec center staff/spouses Shay in charge of invites
 - 1 'thank you' table for people who've volunteered substantial hours this year Janet + 1; Nancy +1; Kathy + Dennis; Ryan Harrison + 1
 - 1 'gift table' table for significant donors this year Robert H. + 1; Jim L. + 1; Jim. K + 1; _____ + _____
 - Consider giving Tom verbiage to thank each group of tables in between speakers

Alcohol:

- Group decides to purchase 2 pony kegs or 1 keg beer only if no alcohol donations received
- Alisa reached out to McCall breweries for alcohol/pricing on their kegs
- Dave to check with wineries & rec center patron who works with wineries
- Monica to serve alcohol at event

OTHER:

- Dessert dash
 - Spreadsheet updated to include tab for Dessert Dash:
<https://docs.google.com/spreadsheets/d/1guGAbNs1kB9HkbT0l12S7NLUHkhFDLu7vGOolaNJo/edit?gid=33144323#gid=33144323>
 - Group resolved to start reaching out to bakers now for promised desserts

- Silent auction items also included on spreadsheet:
https://docs.google.com/spreadsheets/d/1guGAbNs1kB9HkbT0l12S7NLUHkhfFDLu_7vGOol_aNJo/edit?gid=1486177295#gid=1486177295

CURRENT TO-DO ITEMS:

Rec center:

- Facebook posts advertising event, soliciting ticket sales (Eventbrite link), and asking for silent auction items
- Shay to train staff on ticket sales at August 14 meeting, 12:30 p.m.
- QR code for ticket sales printed and on display at front desk
- Get photo slideshow ready; Check rec center TV to see if it works and can be hooked up to a computer
- Make event fliers everyone to help post them around the community
- Tickets need to be printed and ready for individual ticket sales
- Receipts of donation should be printed and ready to issue for donations (monetary/in-kind)

Fundraising committee:

- Everyone be soliciting table sponsors
- Everyone to start reaching out to others about dessert donations
- Everyone to be soliciting silent auction items

Adjourn at 8:36 a.m.

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
- 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_ttJMZwnGoh7YCgHZ3Pv38LFTbX4/edit?gid=0#gid=0
 - **Five copies of the facility upgrades completed this year:**
https://docs.google.com/spreadsheets/d/1bSQVEM0EKHFM2xl_ttJMZwnGoh7YCgHZ3Pv38LFTbX4/edit?gid=2113331007#gid=2113331007
 - **Capital maintenance schedule (Excel spreadsheet)**