

**Fundraising Subcommittee Minutes**  
**May 7, 2019**

**Meeting opened:** 6:45pm by Jaime  
**12 Concepts** John S.  
**12 Traditions** Matt S.

<b>Subcommittee Attendance</b>	<b>Present</b>	<b>Reported</b>	<b>Elections</b>
Chair: Jaime O.	Yes	Yes	March
Vice Chair: Patty A.	Yes	Yes	Mtg. after chair elected
Secretary: Mandy J.	Yes	Yes	April
Treasurer: Riina M.	Yes	Yes	November
Spiritual Breakfast: <b>Vacant</b>			August
Murder Mystery: Matt S.	Yes	Yes	December
MM Director: Kimberly C.	Yes	Yes	January
PRC Fundraiser: <b>Vacant</b>			April

**Voting Members 7**

**Elections:**

- PRC Fundraiser Coordinator
  - No interested nominees/volunteers
  - Election tabled for appointment at a later subcommittee meeting

**Murder Mystery**

Event promotion

- Tickets are now available—Riina M. has them to check out
- Flyer has been made and sent to the website

Murder Mystery Back Drop and Center Pieces

- We need to use what we have; to make our own centerpieces
- We still have the stones and supplies leftover from steppingstone
- Will investigate ways to invest into commemorative items for auction/centerpieces
  - Matt looking into having a few items engraved
  - Prior idea to have frames as part of the centerpieces

Purchase/Rent Costumes and Decorations

- Kimberly C. has a request in with the Civic Theater, but no word back
- Party City has red carpets available for about \$8.00

Event Timing

- We will be holding the raffle during dinner and dessert
- Cards checked with a winner chosen during dessert
  - Dessert will run from 8:30-8:45 to give us time for the auction

- Event to wrap up about 9:30pm

Do we need to rent anything for event (grill, serving trays?)

- Kimberly C. contacted Chris L. and he says he doesn't need a grill or special equipment
- Matt S. says we'll need 4 trays

Recruit members for set-up, tear-down

- Matt S. volunteered to recruit help
- He will attend meetings to recruit newcomers to serve, as well

Home Group/Individual Sign-Up Sheet for Auction and Raffle Items

- We missed out on bringing a sign-up sheet to ASC
- John S. agreed to sign people up as he visits many meetings

Fundraising

- Jaime O. got a hold of Kristina: she agrees to let us use it, but we'll need to train a couple people how to use it

### **PRC Fundraiser**

PRC Venue Bids

- Riina M. reached out to the Sinto Senior Activity Center
  - They quoted us \$275 for the whole building
  - We will have restricted use of the Café/Kitchen space
- Mandy J. got a bid from the Women's Club
  - They have reduced cost for not-for-profit groups; will keep reaching out for specifics
  - Current bid **much** higher than the Sinto bid
- Patty A. got a bid that was much higher than the Sinto bid

### **Members Action List:**

- Announce PRC Fundraiser Coordinator vacancy; invite to next meeting
- Acquire auction and raffle items
- Continue announcing event and circulate flyer
- Sell Murder Mystery dinner tickets
- Announce Fundraising Subcommittee meetings and ask for support

### **Date and Time of Next Meeting:**

**Tuesday, May 21<sup>st</sup>, 2019**

Spokane Alano Club—Blue Room

1700 West 7<sup>th</sup> Avenue

Every 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of the month

Meeting from 6:45pm to 7:45pm

**Meeting adjourned:** 7:35pm

## **OFFICER REPORTS**

### **Chair: Jaime O.**

Our motion to area regarding our budget passed. We have a ledger available for anyone to view at anytime. We'll now have access to our full \$3,000. We need to review our timeline to make it match how we are currently operating. There are open positions at area; the Secretary position is vacant.

### **Vice-Chair: Patty A.**

Presented bid for PRC Fundraiser

### **Secretary: Mandy J.**

Read through last meeting minutes.

### **Treasurer: Riina M.**

We haven't spent any money since March 21<sup>st</sup>. I will be paying our rent tonight. I got a bid from the Sinto Senior Center. I need to do further research on the audit. Our guidelines are out right now. Probably won't get better informed until the guideline review is submitted and voted on.

### **Murder Mystery Coordinator: Matt S.**

We have 14 tables and 14 different items from the engraver will cost about \$300; last estimated budget.

### **Murder Mystery Director: Kimberly C.**

Next week our cast will be doing a walk-through of the venue. We need to know timing to better plan the play.