

Special Events Committee

Date: Tuesday--9/9/14

Time: 0900-0935

Board Room- Building 10

Chair: Rebecca Adams

Vice-chair: Theresa Edwards

Secretary: Lesha Rouse

Members Attending: Abbie Skiles, Clay Carter, Lesha Rouse, Marshall Hall, Jay Anders, Judy Jennette, Marcia Norwood, Morgan Bland, Theresa Edwards, Rebecca Adams

Members Absent: Ben Cole

Minutes from Meeting

Agenda Item

I. New Officers Elected **Presenter:** Rebecca Adams

- Discussion Item Welcome!
New Officers for 2014-2015 Academic Year
Chair: Rebecca Adams
Vice-Chair: Theresa Edwards
Secretary: Lesha Rouse

- Action Taken or Recommendation

II. Upcoming Events **Presenter:** Rebecca Adams

- Discussion Item Two big events- Christmas Luncheon- planned for December 18th
Annual Service Awards- May
- Action Taken or Recommendation Group encouraged to seek out other opportunities where the Special Events Committee could participate

III. Christmas Luncheon **Presenter:** Rebecca Adams

- Discussion Item Prepping for catering bids
Tentative menu choices formulated
Entertainment choices discussed
- Action Taken or Recommendation Bids to be sent out to potential catering businesses after budget confirmed.

Other Information

Next Meeting: TBA- Probably the 2nd week in October