

LINCOLN SPRING FLING, INC.
BOARD MEETING AND EVENT STEERING COMMITTEE MEETING
November 9, 2014 01:00 p.m. at The Anderson Library

Approved on December 14, 2014

Tom B. called meeting to order at 1300 hrs.

Board Members present: Tom B., Fritz Mc., Carole Mc., Jim K., Steve H., Paul R., Neil L.,
Board Members absent: Vickie P.
Steering Comm. Chairs Present: Bonnie H., Carole Mc., Paul R., Joe E.
Steering Comm. Chairs Absent: Dale R., George L., Vickie P.,
Others Present: Tyler B., Carl W.

Treasurer's Report: Neal reported the current checking account balance is \$6,420.23. He emailed his report earlier in the month. Interest on the account was \$0.58 and the expenses totaled \$559.72. This included the \$500 deposit on the Lincoln Room at Lancaster Event Center and \$59.72 reimbursement to Carole for table cloths.

Paul R. moved Steve H. seconded to approve finance report as presented. Motion carried unanimously.

Secretary's Report: Paul emailed minutes to the Board/Steering Committee for October and July 2014.

Bonnie H. moved Carole Mc. seconded to approve the minutes for October as presented. Motion carried unanimously.

Steve H. moved Bonnie H. seconded to approve the minutes for July as presented. Motion carried unanimously.

Paul is working on getting the minutes for April, May, August and September completed and out this week.

Hospitality Committee Report: Carole McC. reported she is still trying to find black table cloths. Carole also stated RoAnne has said she would like to assume the position of Hospitality Chair and Sandy M. would like to stay the Co-Chair.

Paul R. emailed the inventory of Hospitality supplies currently being stored at the Meeting Place earlier this week.

Paul said he would try to find out where he bought black table cloths from for the Center for People In Need.

Volunteer Committee Report: Bonnie H. reported that Dawn S. is working on recruiting Greeters. She asked Paul and Tom to let her know how many volunteers they need for the audio recording and sales.

Registration Committee Report: Vickie P. emailed Tom and Paul that there is no report for Registration this month.

Entertainment Committee Report: Tyler B. reported on the current status of the "Open Mic" time slot. There has been a great deal of back and forth. Presently they are planning that folks will be encouraged

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to sign up in advance to fill part of the hour time slot. This will be on the registration forms and website. Tyler said that if Recovery Jam wants to fill some of that time they can sign up. But the committee is uncertain they are able to commit. Paul was able to ascertain that Recovery Jam needed a drummer. Paul got John M. to commit and was working on getting Jeff to commit. If both are in then Recovery Jam will be able to play. Tom B. recommended filling the time with country music utilizing the D.J. that we have booked for the dance.

Paul moved and Joe seconded, that the Entertainment Committee will be allowed to make the decision on what to do with the "Open Mic" time slot without further Steering Committee input. Motion carried unanimously.

Tyler reported they have received a bid for DJ from Complete music for \$625. They are working on getting one from DJ Romeo and others still.

Speaker's Committee Report: Tom B. reported that Dale R. told him that he has two commitments for 2016 but wants to hold off filling the rest of the speaker slots for the new Chairperson.

Paul presented the finalized schedule that was decided upon at the special meeting held on Thursday, November 6th at Village Inn.

Paul R. said he will take care of the "Speaker/Committee" dinner arrangements for Saturday night.

Marketing Committee Report: Joe E. reported he has been focusing on the website. There are numerous changes in appearance and content and encouraged everyone to check it out and give him feedback.

He will start to work on the final draft of the registration flyer now the schedule has been finalized. It will be double sided, black ink on colored paper. They have not decided what colored yet. He will send out a draft to everyone in the next week for feedback.

Paul will get Joe the Lincoln Recovery email address so he can send it to Fred for posting in his event emails.

Joe also will make posters that can be put up at various places like, the VA, the Meeting Place, etc. Paul will help Joe develop the list of places that would be most likely to put up the posters for us.

Jim K. arrived at 1342 hours.

There was a request for a PayPal donation link on the website for Sponsorships and Hospitality donations. Paul said he will create and activate the links.

Joe reported that there were not enough people to make a decision on the new logo but he did get a lot of suggestions and feedback on the 16 or so he presented at the last meeting. If anyone has any design ideas they need to submit them in advance of the next Steering Committee meeting.

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Joe requested the addresses of the Central Offices in the 8-state region that the Marketing Committee identified last year. Paul said he will forward that to him.

Logistics Committee Report: Paul R. reported he and Tom met with Susan at the Lancaster Event Center and addressed the concerns regarding the rental contract. The clause that permits LEC to move us at will to another building/room without notice before the event is still not resolved. We will have to work it out with the new General Manger. The details of pop and coffee have not been resolved as we still need to meet with Susie the food and beverage manager. It is not expected that anything will be too different from last year. We will not have a kitchen to use as we did last year. The logistics of how to make coffee and where to clean hospitality equipment still has to be worked out. There are two concession stands that are attached to the Lincoln Room.

A walk through at LEC will be sometime around March 15th of 2015. It has to be during normal business hours Monday through Friday as the LEC staff is stretched very thin and they can't afford additional hours just for us to do a walk through. Paul will advise everyone well in advance of the scheduled walk through.

Paul sent out the preliminary floor plan. It was the consensus that we put the tables as far north in the room as possible and create an empty space between them and the theatre style seating if space allows.

The Central Office space is not ideal. There is a tiny room they can use but only one table will fit. It would be best to use shelving in that space to adequately display all they are going to sell. The shelving would have to be obtained by CO or LSF as there are not any at LEC. A second option is to be open and out on the floor but it opens up lots of security problems. The third option is a space cordoned off with modular carpeted walls. There are still security issues to work out but it's better than the other two options.

Jim K. invited Paul to attend the Central Office Board meeting on 11/20 at 7:00 p.m. to discuss the different options and to report on what he finds out about the carpet walls and how they attach etc. Paul said he will attend.

Tyler left the meeting at 1357 hours.

Paul brought up the fact we had discussed eventually making the 2014 speaker recordings free at some point but never decided when we would do that. After some discussion it was unanimously decided to make the recordings free from the website after nine months following their recording date. This would apply only to the files being downloaded from the website. All flash drives and CDs would continue to be charged the same amount.

Paul reported with the current schedule there will be 15-16 CDs for the audio recordings. This is nearly a 50% increase in production time, materials and cost. Tom recommended offering the speaker set for \$20 and the workshop set for \$20 and the combined sets for \$30 and the flash drive for \$20.

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Carole Mc. moved and Bonnie H. seconded to let Tom and Paul decide what the packages and prices would be for the 2015 audio recordings. Motion carried unanimously.

Old Business:

New Business: Neal indicated the Post Office box rental is coming due in December.
Bonnie H. said she had a schedule conflict and would not be at the next Steering Committee meeting.

Tom B. moved and Jim K. seconded to adjourn, motion carried unanimously at 1425 hrs.

Next meeting date is December 14, 2014 at Anderson Library.

Respectfully submitted by Paul Ramirez, Secretary.