

**Broken Bow Chamber of Commerce
Events Committee Meeting Minutes
Wednesday February 9, 2022**

Present: Jeana Chancellor, Shelly Apperson, Gavin Higgins, Vedah Fales, Tania Kreitman, Stephanie Grafel

Called to Order by Stephanie at 12:00pm

1. Annual Banquet:

- a.** Invocation: Jeana was going to check with her father-in-law Tim Chancellor. He is not interested in doing this. We do need to come up with someone else to give the invocation.
- b.** Food: Stephanie spoke with Karen Lacey from Skeeter Barnes. She is pretty sure they will be able to provide us with food that evening but has not sent a bid in yet. All the other caterers that have been contacted are unable to work for us due to scheduling, size of event, or lack of staff. Stephanie has contacted Angela Mogenson with CWF 4H. She believes she can get us a crew together. Stephanie suggested 10 server/waiters.
- c.** Décor: Vedah brought the table decorations she has been working on. Everyone agreed on the décor and orders have been placed for materials. Vedah thinks she has plenty of wine bottles for the tables, Stephanie offered to empty some for her if need be.
- d.** Silent Auction Items: We now have 8 businesses that have pledged auction items. 7 more would be great. Everyone was asked to make some contacts to get more baskets. We will do a "Split the Pot" 50/50 ticket, maybe set up near the check-in tables. Also, a "Feeling Lucky" Live Auction. Details are still being worked out on this one.
- e.** Special Awards are being voted on now. Voting ends on February 25th and plaques will be made then. Stephanie will contact Chas to get the Anniversary and Special Awards plaques ordered.
- f.** Slideshow: Gavin and Lacey will be working on this.
- g.** Programs: We will not do the same kind of program this year that has been done in the past. Instead, it will be a landscape 1 page folded in half, nice vellum paper, and anniversary write-ups will be separate and 1-2 will be placed at each table for guests to read.

With no further business to discuss the meeting was adjourned.

Meeting Adjourned 12:45pm

Next meeting, Wednesday March 9, 2021, at Noon in the Chamber Boardroom

Respectfully Submitted; Stephanie Grafel, Executive Director