



CITY OF
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CALIFORNIA



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT SPECIAL EVENTS COMMITTEE/BOARD MEETING MINUTES

Tuesday, February 11, 2020 @ 7:30 P.M.

**Chaminade College Preparatory – Condon Center 2nd Floor
23241 W. Cohasset Street, West Hills, CA 91304**

APPROVED

Committee Chair Steve Randall called the meeting to order at 7:50 PM.

Committee members in attendance were: Myrl Schreiber, Steve Randall, Char Rothstein, Aida Akbarians, Faye Barta (by Phone) and Saif Mogri. Tony Scarce was unable to attend. A quorum was established. Other Board members present were Ron Sobel, Alec Uzemeck, Brad Vanderhoof and Joan Trent.

January 14, 2020 minutes were approved as amended.

Steve Randall opened the meeting with an update on the Valentine's Day Senior Dinner Dance event. The event was discussed in detail. The following was decided:

1. Alec Uzemeck and Faye Barta will staff the registration table. Those who RSVP'd for dinner will be given a dinner ticket. There are 200 dinners. All attendees will be given a raffle ticket.
2. Guests will be asked to write their name on one half of the raffle ticket and deposit it in a box for the drawing. Aida A will provide the box for the raffle tickets.
3. Food is scheduled to be delivered at 5:30 PM.
4. We will begin serving dinners at 6:45 PM.
5. Registered stakeholders who RSVP'd will be served dinners.
6. Guests will need to present the dinner ticket and sign the registration sheet upon receipt of dinner. Aida and Char will be in charge of that.
7. Dinners will be held for RSVP stakeholders until 7:45 PM, after which Board members will be given priority and then any un-registered guests.
8. Myrl offered to MC the raffle and will announce raffle winners periodically throughout the evening.
9. Char has ordered 1 ½ sheets of cake from Pavillions. She will also purchase cookies for dessert.
10. Char described the decorations, which will include 25 center pieces, heart shaped cutouts, etc. The center pieces have been provided by a friend of Ron Sobel's from his square dancing club.
11. Aida will order 6 dozen 12 inch helium balloons in red, white and pink from Party City, and Party City will deliver them for free. Two bunches of six balloons each will be put on each side of the DJ table,
12. Ron Sobel will check with a wholesale florist if he can have the florist donate 4-5 bouquets of flowers in red, white and pink colors.
13. Char and Aida will bring serving utensils.
14. The balloon archway will be used for the photo shoot backdrop. Myrl S has requested CD12 to provide a photographer.
15. Three dinner tables will be reserved for the Board members and special guests.
16. Saif M will send an email to Captain Maureen Wednesday extending an invitation for the event.

Steve adjourned the meeting at 8:53 PM.

The next meeting of this committee is to be March 10, 2020 at 7:30 PM.