

**Minutes
Regular Monthly Meeting
International Festival Committee
Tuesday, September 20, 2016 - 6:00 pm
Elmer Thomas Park**

CALL TO ORDER / ROLL CALL

MEMBERS PRESENT: Whitson, Sprague, Buckley, Thomas (LAHC), American Indian Club, Chamorro Society, Friends of the Library and Mexican Folkloric Dancers.

MEMBERS NOT PRESENT: Ayala, Limon, Thompson and Filipino American Community

STAFF PRESENT: Whipp

Chair Whitson called the meeting to order at 6:00 p.m.

VOTING ITEMS

1. Consider approving minutes of August 2, 2016 meeting. - MOTION by Buckley, second by Mexican Folkloric Dancers to approve minutes of August 2, 2016 meeting. Roll call results: Sprague, Buckley, Thomas, American Indian Club, Chamorro Society, Friends of the Library and Mexican Folkloric Dancers voted yes. MOTION CARRIED.
2. Consider approving August financial report. – Whipp reviewed the financial report. MOTION by Chamorro Society, second by Thomas to approve financial report as presented. Roll call results: Sprague, Buckley, Thomas, American Indian Club, Chamorro Society, Friends of the Library and Mexican Folkloric Dancers voted yes. MOTION CARRIED.
3. Consider nomination of Jamie Price for IFC. – Sprague gave brief bio about Price stating she has volunteered in the beer booth for over ten years and is a hard worker. MOTION by Mexican Folkloric Dancer, second by Friends of the Library to approve the nomination of Price. Roll call results: Sprague, Buckley, Thomas, American Indian Club, Chamorro Society, Friends of the Library and Mexican Folkloric Dancers voted yes. MOTION CARRIED.

CHAIR'S REPORT

4. Update on feeding volunteers – Whitson reported that after much consideration that the Holiday in the Park Committee has agreed to feed our volunteers for a flat fee during specific hours of the festival. They will serve from the south side pavilion window and volunteers who work a minimum of four hours will be given a ticket to present to them for a free meal. She stated that Dr. Rosemary Bellino donated funds to cover feeding the volunteers.
5. Oct 4th Meeting / Potluck – 6pm @ MMA Lobby – Whitson reminded members that the next meeting will be our after action / potluck meeting and to bring a favorite dish and written feedback to the meeting.

VICE CHAIR'S REPORT

NO Report

2016 COMMITTEES

6. Entertainment:

- a. South Stage – PON/Opening Ceremony @ 5:45pm (PON line up at 5pm) – Whipp stated that Thompson is asking for participants to be at the stage at 5pm to line up. She stated that a representative from TravelOK will be at the PON/Opening Ceremony taking photos.
 - b. North Stage – No report.
 - c. Street Dance – Whipp reported that the contract has been issued with DJ Steve and he picked up his parking pass this week and has been working with Cheatwood on stage requirements.
 - d. Interactive Area – Whitson stated needing a stage manager when activities are occurring and that she will assign a LAHC volunteers as needed.
 - e. Roaming Performers – Sweet Adelines will perform again and Buckley noted that a group from MHS may perform.
7. Children's Area – Buckley gave an overview of what is planned for the area.
8. Information Booth – Whitson reported she will meet with Friends and Thomas after this meeting to review volunteer duties at the information booth.
9. Volunteers – Whitson – See item #8
10. Decorations – Lazarte – Whitson reported that Lazarte will be on site later tonight due to a meeting and Morman is working with marines on decorating.
11. Tree Decorating – Chavez reported they are ready.
12. Beer Booth – Sprague reported that he will be on site Friday by 9am and that the trailer will be brought to site tomorrow morning.

ADMINISTRATOR'S REPORT

13. General Updates – Whipp distributed brochures and t-shirts to members. She stated vendors will start coming in tomorrow for set up and everything is on schedule and first two days of set up has gone well.
14. ICS Plan – Whipp reported she will have a copy of the plan in each festival committee's booth box which lists festival areas/services as well as the person in charge and his/her cell number.

OTHER/NEW BUSINESS

None

ADJOURN

Chair Whitson adjourned the meeting at 6:37 p.m.

Chair

Date Approve