



Planning Committee Meeting Minutes

Date: Friday, September 8, 2017

Time: 7:35 pm – 8:16 pm

Attendees (8)

- Odell Brown
- Frances McFarland Morgan
- Peter Francisco
- Kylan Poullard
- Leonard Ford
- Kevin Scott
- Tantalous Smith
- Reginald Williams

Meeting called to order by Odell Brown with prayer by Odell Brown. Continued prayers for those affected by Hurricanes Harvey and Irma.

Following are notes from the meeting along Standing Committee lines. (See separate list for Standing Committee members and major tasks).

REGISTRATIONS:

- There are **55** registrations at this time (September 11). (See separate listing.) All Planning and Standing Committee members should definitely lead the way by registering for the Reunion.
- The drop-dead date for decision-making (either 1 day or 3 days) will be Friday, September 15, 2017. As of this writing (September 11), **23** people have paid. Payments should be made payable to **Theta Delta/Iota Mu Alumni Reunion** and mailed to:

Theta Delta/Iota Mu Alumni 45th Reunion

C/O Gisele Proby Bryant

5635 South Lakeshore Drive

Shreveport, LA 71119

- Tasks to be done:

| Registration Tasks | Person | Status |
|---|---|--------------------|
| Iota Mu undergrads will complete the Online Registration Form individually; however, they will submit one check for the payment of all registrants by the deadline date. Deadline date is 9/15. | Iota Mu Undergrads | |
| Confirm the theme for the Reunion. | Suggestions to be sent to Odell Brown for distribution to the team. | None sent to date. |

COMMUNICATIONS:

- Continue to refer to the website for additional information: www.thetadeltaiotamualumni.com .
- Tasks to do:

| Communications Tasks | Person | Status |
|---|---------------|---------------|
| Reach out to Dale Sibley, Sydney Thornton, and Troy Willis. | Gisele Bryant | |

| | | |
|---|------------------------|--|
| Check with Van Erikson about advertising in NSU Alumni communication. | Odell Brown | No further action considered at this time. |
| Consider adding the Iota Mu Facebook link to the Alumni website. | Odell Brown Iota Mu | Iota needs to give Odell Brown the link. |

HOSPITALITY:

- No updated report from this Committee at this meeting. Thus, some open items remain from prior meeting(s).
- See table below for menu; there is a need to designate responsible individuals for selected food items.
- The Conference Hall at the Best Western has been reserved for the Saturday night activity. Review whether it is also available for the Meet & Greet on Friday night. (This is due to the Holiday Inn Express’ policy of not being able to bring in outside food.)
- Brenda Milner mentioned the possibility of reserving a room for Friday night on the NSU campus. Since the Pep Rally and/or Step Show would be on campus, having a room on campus may provide a more desirable option.
- Tasks to be done:

| Hospitality Tasks | Person | Status |
|--|-----------------------|---------------|
| Finalize photographer for the Reunion | Hosp. Committee | |
| Look into room on NSU campus for possible Meet & Greet for Friday night (to be able to bring in our own food). | Brenda Milner | |
| Confirm responsible persons for the food items | Hospitality Committee | |

| Food Item | Where Prepared | Person Responsible |
|---------------------|--------------------------------------|--------------------|
| Meat pies | Either (there is ample fryer space)* | |
| Chicken wings | Either (there is ample fryer space)* | |
| Chicken tetrazzini | Offsite | |
| Macaroni and cheese | Offsite | |
| Green beans | Either (there are ample burners)* | |
| Vegetable tray | Offsite | |
| Fruit platter | Offsite | |

*If desired, these items can be prepared onsite at the Tailgating/Picnic and transferred to the Hospitality Suite for Saturday night event.

TAILGATING/PICNIC:

- Pete Francisco gave the report on behalf of the Tailgating/Picnic Committee.
- Based on sentiments of the Planning Committee members from last meeting, the Tailgating Committee was charged to pursue the seats with backs at the game (Section I at \$12/person. Close by is Section J which is general seating; thus, we should be in the same general area.) Tantalous Smith said he would get with the NSU contact about the tickets based on results as of the 9/15 meeting.
- Per Tantalous Smith, there are not new tailgating requirements per the 2017 policy.
- Need to confirm persons responsible for selected food items.
- Tailgating/Picnic Committee and Hospitality Committees should work together to ensure that all food items are covered for the respective functions and that there is coordination as needed.

- Tasks to be done:

| Tailgating/Picnic Tasks | Person | Status |
|---|-----------------------------|---------------|
| Secure game tickets | Tantalous Smith | |
| Confirm security for tailgating. | Tailgating Committee | |
| Secure tables and chairs as an on-campus organization | Iota Mu | |
| Confirm the people responsible for the selected food items. | Tailgating/Picnic Committee | |

| Food Item | Where Prepared | Person Responsible |
|--------------------|---|---------------------------|
| Grilled chicken | Onsite (grill) | |
| Fried fish | Onsite (fryer) | |
| Smoked sausage | Onsite (grill) | |
| Red beans and rice | Either (there are burners if desired to prepare onsite) | |
| Paper Goods | Offsite | Judith Greene Peake |
| Bread | Offsite | Frances McFarland Morgan |
| Dessert | Offsite | Frances McFarland Morgan |
| Water | Offsite | |
| Sodas | Offsite | |
| Beer | Offsite | |

BUDGET/FINANCE:

- Budget/Actual update given as of that date.
- See separate document for updated budget as of this writing (September 11).
- As previously stated, there are 23 people who've paid as of this writing.
- Tasks to be done:

| Budget/Finance Tasks | Person | Status |
|--|---|--------------------|
| Update the budget estimates based on updated information, as needed. | Budget Committee | Updated as of 9/11 |
| Event Insurance Quote obtained. Price: \$375. Additional quote to be obtained. | Odell Brown Leonard Ford Iota Mu (their umbrella policy?) | |

COMMUNITY SERVICE:

- No update provided by this committee. Thus, there are some open items from prior meeting(s).
- Projects being considered: Young black males; Women who've experienced domestic violence.
- Tasks to be done:

| Community Service Tasks | Person | Status |
|--|--------------------------------|---------------|
| Obtain updated information for the Community Service projects. | Gisele Bryant Brenda Milner | |
| Obtain updated information on the local boys project (Brother Matthews). Ask him to submit a proposal. | Kevin Scott | |

MEMORIAL SERVICE:

- No updated provided by this committee. Thus, some open items remain from prior meeting(s).

- Tasks to be done:

| Memorial Service Tasks | Person | Status |
|---|----------------------------|---------------|
| Continue the running list of deceased Omegas (including Brother Lewis) and Deltas. Be sure to give as much information as possible. | All | |
| Inform Kevin and Renee Lewis of the Memorial Service. | Judith Greene Peake | |
| Check with Brothers from his decade for inclusion on this Committee | Kevin Scott | |
| Suggest the program details | Memorial Service Committee | |
| Reach out to Brother Dawson for input on the Memorial Service. | Memorial Service Committee | |

OMEGA SOUVENIR PACKAGE:

- No additional information from this Committee.
- Payments to be made online at thedeltaalumni.org via PayPal.
- Deltas may be interested in a souvenir package for the sorors as well.
- Tasks to be done:

| Souvenir Committee Tasks | Person | Status |
|---|---------------|---------------|
| Continue to market and follow on the interest of this package among the Brothers. | Kevin Scott | |
| Send Gisele Bryant the information for possible consideration among the Deltas. | Kevin Scott | |

OTHER DISCUSSIONS:

- Kylan Poullard reported that the Step Show is on hold at this time.
- There are some discussions of a free concert by NSU.
- Tasks to be done:

| Other Items | Person | Status |
|--|--------------------|---------------|
| More info on the Pep Rally | Iota Mu | |
| Attend Standard Planning Committee weekly meetings. Next Meeting is Friday, 9/15 at 7:30 pm. *Call-in number: 605-475-4120 *Passcode: 2499153 | Planning Committee | |

Respectfully Submitted, Odell L. Brown, Spring 1972, Funky 18