

ACHF Meeting Minutes Nov 13, 2018

Meeting called to order at 7:38 am with a quorum present.

Attendance – Lora H, Britt W, Tracy J, Cassi S, Delbert H, Robert C, Karie S, Virgil U

Guest – Kelsey C

Regrets – Crista Moore

Motion to approve the October 9th, 2018 minutes – by Britt, 2nd Karie pass 7-0

Treasurer's Report – Britt

- Missing a few invoices – Virgil to contact Doug W ask for invoice
- Missing Invoice – Karie to contact Cub Scouts
- Need Talent Show winner to cash check!
- Budget created for 2019 presented to board
- Festival Expenses came in at \$28,368 / Sponsorships at \$28,500
- Total Expenses 31,536.64 / Income of \$28,797.77 – Difference **\$2,738.87**

Set up Lights for Tree Lighting

- **Scheduled with FD on Thursday 15th at 1:00pm – try to be available**

Bio for Jasmine Standifer presented to board

- Motion by Virgil & 2nd by Robert to approve – 7-0
- Will start on the board at the January 8th 2019 meeting

Next Board Meeting December 13th 7:30 am at Emmy's Pancake House!

- voting for Board Officers will occur: Ballot
 - President – Lora Helmick
 - Vice President – Tracy Justice
 - Treasurer – Britt Wooddard
 - Secretary – Virgil Underwood
- recap of the Tree Lighting

Tree Lighting Attendees:

- Lora, Britt, Virgil, Cassi, Delbert, Karie, Robert

Tree Lighting Event

December 1st from 6-7pm

Start set up at 3 pm

All set up to be completed by 5:30 pm

Teardown 7 – 8pm

Tree Lighting Updates and Preparation

Cassi – Santa's Corner – No new update

-Discussion of adding the Snow Globe – Possible donation of this!

Lora – Santa's Arrival - Contacted City Ranch for a Large Horse and Carriage

Karie – Decorations – Luminaries, sand, Sign Gypsies donating a sign!

Karie / Crista – Entertainment – River Birch Glee Club confirmed, Harmony confirmed
Looking to add two more acts plus Bill Reed

Activities

Britt / Robert – Confirmed Countryside Meadows, Bisque Barn, ABC Roofing, Goddard Schools

- Discussed IN Region 9 helping with Cocoa and Cookies – not responded yet
- Discussed bringing in vendor to do the coffee and cocoa for \$300 or less.
- Motion made by Robert 2nd Karie 7-0
- Britt and or Robert to track down a vendor

Logistics

Virgil / Delbert – Parking AUMC confirmed, Police Dept. to assist during exiting of event.

- Scouts agreed to assist with parking again
- trackless train and vortex tunnel confirmed

Marketing

Britt & Tracy – Update Facebook and website!

- Add sponsors and recognition of groups to website and Facebook posts

Miscellaneous Needs

- If use snow globe will need additional halogen lights
- Napkins
- Cups? TBD

Regret to update that Crista Moore resigned from the ACHF Board as of 11/13/2018.

Motion to adjourn at 8:53am by Britt 2nd by Karie 5-0

Meeting adjourned!