

ACHF Meeting Minutes 11/12/2019

Meeting called to order at by Lora Helmick, President, in correspondence with the Indiana open door policy and a quorum was present.

Attendees: Lora H., Robert C., Karie S., Kendra M., Delbert H., Marguerite M., Tracy J., and Virgil U.

Regrets: Maeve M., Britt W., and Cassi S.

Approval of Meeting Minutes for October – No Quorum Present – No Meeting Held

Robert C – Presented the **Treasurer's report**. Expenses vs Budget and funds moving forward into the tree lighting and 2020. With all said and done estimated funds to have left at year end is \$18,920.50

Old Business – **Tree Lighting** - Committee Updates

Entertainment – Kendra & Karie

- Glee Club – was pending – now is a NO.
- Sign Gypsies - \$85.00 to \$150.00 Karie and Kendra are moving forward with the \$150.00 Talent Show Winners performing – No response yet
- Bill Reed will gladly do the reading for the kid's stories
- WHO is going to be FLIPPING THE SWITCH??**

[5:50-6:00](#) Bill Read from library to read story

[6:00-6:05](#) Santa's arrival

[6:05-6:15](#) Robert Porter to sing

[6:15-6:30](#) AHS Concert Choir

[6:30-6:40](#) Alanna Porter to sing

[6:40-6:55](#) Harmony Baptist Church Choir

[6:55-7:00](#) move to tree for lighting

[7:00-7:05](#) light tree and fireworks

Pictures with Santa – Cassi & Marguerite

- Lora has a Chair!
- Karie reaching out to Cassi for stanchions - NO
- Tracy contacted Avon Schools for stanchions and they have some we can borrow!
- Focus on decorating the area – background
- Lora will make sure that we have Candy Canes for Santa to pass out

Parking & Logistics – Virgil & Delbert

- Virgil confirmed with Dave Waterfield scouts to assist with Parking
- Virgil to contact Police for officer on site at end of event
 - Left 2 messages for Chief Stoops
- Trackless Train and Vortex Tunnel are confirmed for the event – Cost \$750.00
- Delbert has secured the Town Hall for the Event!!!!

- All lights around facility have been checked and bulbs are being replaced
- Delbert will place all signs out week before event!
- Delbert will make sure all the round about signs are up as well!
- AUMC Parking – has been confirmed to use their parking lot

Cookies & Cocoa & Activities Indoors – Robert & Kendra

- Goddard Schools will have a table again
- reaching out to Our Shepherd
- Tracy is working with Avon Schools to have a letter to Santa area as well
- Robert has secured 650 cookies
- Kendra will purchase the 8oz cups approx. 750
- Cabin Coffee is good to go to provide drinks and to help pass out.

Marketing & Pictures – Tracy & Maeve

- Created the flyer, there was a couple of changes, but it is ready to go now!
- Robert to print in color the flyers
- Updating and starting posts on Facebook, Website, Chatter
- Flyers to go out to local businesses, schools and pre-schools

Santa's Arrival – Lora

- Check flood lights to make sure working – Done
- Tested outlets for tree! – Done
- Connect with Dan Smith and WTFD to hang lights – DONE
- Santa to arrive in Corvette or Monster Truck – TBD!
- Don Hodson to play Santa and Nikki Ford to play Mrs. Claus

Improvements to New Light Structure for Tree Topper – Did not move forward at this time.

New Business

Officer Nominee's

- President – Tracy,
- Vice President – Maeve, Delbert
- Secretary – Marguerite, Virgil
- Treasurer - ????

Next Meeting at Emmy's Pancake House – December 10th 7:30 am to 9:00 am.

- Officers Appointed – effective at January 14th, 2020 meeting
- Schedule end of year review – need 2 individuals plus Treasurer to attend
- Must be completed before January 14th meeting

501c3 Status Change

- Steve Blacketer CPA and Tracy met to discuss options and transition
- We need to reach the By-Laws as they need to be changed/revise to show:
 - New Vision
 - New Mission
 - New Purpose
- Suggestion made by to utilize the HCCF for help around structuring and writing this ask
- Cost to apply \$750.00 – nonrefundable

Reminder Saturday December 7th. Arrive at 3:00 PM to start setting up at the Avon Town Hall. Should be done by 5:30 PM. Event will start at 6:00PM and end at Approximately 7:05PM. Clean up will immediately follow 7:00PM to approximately 8:00PM. Please let us know if you will not be attending for some reason.

-Robert C. Available for Set Up - Unavailable for event and tear down.

Motion to Adjourn – Tracy, Second by Maeve. Motion carried 8-0-0.

-meeting adjourned at 8:48 AM