



Committee Meeting Minutes

Meeting Date	November 8, 2017
Meeting Time	3:00 PM
Meeting Location	RLNC
Type of Meeting	Regular
Committee	Events
Facilitator	Shieleen Omen
Attendees	Shieleen Omen, Devery Fairbanks, Miranda Tessendorf, Cassy LeePort, Tami Nendick, Kevin Spears, Jamie King, Lucas Bratvold, Julie Stephani, Bill Stephani, Jeff Jones, Mandy Schram

Agenda Item #1:		
Time Allotted	November 13, 2017 Monday Gathering/ Advising Day- 10 mins	
Presenter	Devery	
November 13 is advising day and Sex Offender Registry Monday Gathering.		
Conclusions Leah Kingbird will be presenter Deverys class will cook Advising will take place in room 203 all day.		
Action Items	Person Responsible	Deadline
Lunch	Deverys Class	Noon
Check with Leah Kingbird to verify presentation	Shieleen Omen	ASAP

Agenda Item #2:	
Time Allotted	November 27 Traditional Feast-10 Mins
Presenter	Devery
Discussion Student Government is in charge.	

Conclusions Devery, Student Government Advisor, will check with student government to see if they are planning it.		
Action Items	Person Responsible	Deadline
Check with student government to check on the planning	Devery	ASAP

Agenda Item #3:		
Time Allotted	Christmas party for the students-15 Mins	
Presenter	Devery	
Discussion Because of the short staff and student government officers, the events committee will help with the planning and implementation of the Student Christmas Party.		
Conclusions The Christmas party will be on December 8, 2017. Turkeys/Ham-Donated by staff, Potatoes-cooked and donated by the Stephanis, Gravy-cooked and donated by Cassy, Pumpkin Bars-baked and donated by Shieleen, Squash-baked and donated by Lucas, Wild Rice-Cooked and donated by Kevin, Zucchini Bread-baked and donated by Mandy, Hawaiian Sweet rolls, butter, sour cream, cranberries, drinks and relish tray-purchased by Mandy from Events Budget.		
Action Items	Person Responsible	Deadline
Announcement/Flyer/Sign in sheet	Cassy	ASAP
Purchase Gifts/Decorations/wrap gifts or gift bags	Student Success Dept	ASAP
Food-see above	All Staff/Mandy	By 12/8/17

Signature of Committee Chair

Date