

St. John's Centennial Reunion Executive Meeting

February 2, 2009

Location: Rm 209 – 1661 Portage

Members present: B. van der Vis, J. Leung, B. Burdy, C. Rickey, G. Kropla, M. Pikta

Members on conference call: C. Kurdydyk, W. Pinchbeck

Regrets: S. Gibb, C. Dewar, A. Freedman, C. Seburn

The meeting was called to order at 5:05 p.m.

1. BUSINESS ARISING FROM JAN. 19, 2009 GENERAL MEETING

1.1 – Publicity ---Blanket e-mail to all alumni in current data base: It was reported that the suggestion for an e-mail notice to everyone on data base has not been done. We need to press to get the word as much as possible immediately.

ACTION:

Wendy will draft the script and forward it to Yuri for e-mail distribution. The script message will give everyone a brief update and ask each contact to forward the template notice to at least two alumni friends/contacts for whom they have e-mails. She will ensure the e-mail gets out by FEBRUARY 10, 2009.

Carole will draft a message to be included in the February 10 blanket e-mail. She will get it to Wendy by the end of this week.

Wendy will also contact Lena Shore by e-mail requesting a public service announcement on the radio stations regarding the meeting on Feb 17, 2009.

Carolyn will contact Bruce Hutchinson from Can. West Global to request a reunion notice on the new electronic notice board soon to be up on Portage and Main. She will also contact Frank Price from the Volunteer Centre for support in getting the word out. Carolyn will do these tasks before our next meeting on Feb. 17, 2009.

1.2. Military Parade- Brian reported he met with Sam Singer last week. A discussion was held to finalize plans for Sunday and the involvement of the Legions.

DECISIONS FINALIZED RE SUNDAY

Note: The committee decided there will be no parade for the opening day on Thursday.

10:00 – 4:00 - Mix and Mingle throughout the school.

- Souvenir sales

- Displays. To include display of postage stamps from 1910-2010.

10:00 – NOON. Pancake Breakfast

11:00 – 11:30 Military Memorial Parade/Honor Guard.

1:00 -1:30 Dedication of Centennial Wall

11:00 – 4:00 Class/Year Photos—scheduled times. Lifetouch Photographers.

ACTION:

Brian will meet with Principal Bulka before Feb 17, 2008 to discuss parameters for use of cooking facilities for Sunday, permits, school flag and cleaning of bronze plaque listings names of the fallen soldiers in WWI and II.

Brian will meet with Sam singer before Feb. 17 to organize contacts with the Legion and the letters of invitation. He will work with Sam to help facilitate the parade details.

Brian will contact Sue Gibb to discuss format for dedication and to ask her to report for the meeting on Feb. 17.

Brian will contact Tom Rossi to find out how he arranged for donations for his last school pancake breakfasts at Luxton. Brian will do this before Feb. 17.

Carolyn will contact the Smitty's rep for a donation to the pancake breakfast, before Feb. 17.

PENDING EXECUTIVE COMMITTEE DECISION(S) RE SUNDAY:

- How much or do we charge for the breakfast? This needs to be discussed at the next executive meeting in Feb. This is needed for the registration form.

2. SATURDAY NIGHT GALA

Carolyn reported that the break even point is reached when we sell 1876 tickets @\$100.

The Convention Centre wants a minimum of 2,000. If we do not get this we will be moved to a smaller room. We need to advise six months in advance about ticket sales (Jan 30, 2010). Confirmed number is due June 7. Carolyn stated Burton Cummings is coming to perform as part of the entertainment.

DECISION FINALIZED RE SATURDAY GALA:

TIMES: 5:00 PM COCKTAILS

6:00 PM DINNER

7:30-9:30 ENTERTAINMENT

9:30-1:00 DANCE

Photographer (Lifetouch) will take photos throughout the evening. Brian has made the arrangements for them to be there.

ACTION:

*-Carolyn will request a **confirmation in writing** from Burton's agent. She will convey to the agent that we will begin advertising his name in our promotions. We need to be 100% sure that he is coming. She will try to get this before the next executive meeting in Feb.*

-Carolyn also reported that the entertainment may include the St. John's concert band, jazz band and possibly an alumni chorus or school choir. The Senior Concert Band will play from 5-6pm and the Jazz Band from 6-7:30pm. She indicated there is still a need for a producer. Carolyn is in discussion with music teachers from the school. She will get confirmations on the school's musical input by April 1, if possible.

*- **Brian** is meeting with Principal Bulka next week. He will discuss the matter of having the school choir sing the school song—"Jerusalem" at the gala. There is a sense that this school song has been out of use for some time now.*

*-**Barb** will approach someone in a band she recommends for the nights dance. There was agreement that Ron Paley's Band may be too costly. Barb's contact said they would play for 1/3 the cost. She will report back on Feb. 17. We will firm up a decision on the band by the end of February. Ron Paley can be cancelled.*

*- **Barb** will develop a form to be sent to all committee chairs to use to request student volunteers for respective events. The form will outline the specific needs re numbers, times, job description/duties etc. These will be directed to the school contact person who is arranging the student helpers. The school teacher contact is **ALLAN STARGARDTER**. His e-mail is*

astargardter@wsdl.org. Barb will collect all the forms and be the contact with Allan for the volunteers. Barb will have the form drafted for review at the next executive meeting.

3. SATURDAY DAY TIME ACTIVITIES.

DECISIONS FINALIZED RE SATURDAY DAY TIME :

TIMES: 9:00AM -3:00PM--- Registration.

9:00am-3:00 PM --- Decade rooms open Mix and Mingle in the school.
Hallway displays.

10:00 AM – 2:00 PM Volleyball tournaments at the school.

12:00 noon – 1:00 Lunch in the school.

ACTION:

-*Wendy will meet with Dani Driedger to develop and description of the volleyball tournament and an application form to be used in advance—on the website. This will be reviewed by the committee on Feb. 17.*

- *The **Feb 17 agenda (Carole to add to the agenda)** will include an item concerning the Friday lunch. We need to make a decision on what to serve and the caterer. Also we need to decide on price. If we go with this, it needs to be included in the registration info package to be reviewed at the April 6 meeting. The group agreed the lunch tickets must be pre ordered.*

- *Wendy will get prices re Danny's Whole Hog*

- *Carole to get confirmation from Kelekis that they will provide a \$5.00 lunch special for reunion delegates. This notice will go in the registration package.*

4. FRIDAY DAY ACTIVITIES

DECISIONS FINALIZED RE FRIDAY

TIMES: 11:00 AM – 5:00PM: Registration at the school.

8:00 PM – 1:00 AM: “Decade Socials”—various locations near the school.
“Teen Dance Party Social” –at the school.

ACTION:

- *Gloria to contact Randy Wiebe and ask him to come to the Feb 17 meeting with specific plans for these out of school socials. We need to get details finalized before April 1, 2009.*

- *Concerns were discussed regarding ticket cost, liabilities, security, liquor sales, food, entertainment, silent auctions, connection with social at the school. The committee agreed that the organizers of the off site socials need to receive specific directions for the executive on how to proceed.*

4. THURSDAY ACTIVITIES

DECISIONS FINALIZED RE THURSDAY:

TIMES: 4:00 PM – 10:00PM Registration at the school.

7:00pm – 12:00 PM –“Coffee House” at the school

7:30 PM –Official Reunion Opening Ceremony –at the Coffee House. Free admission. Wine cash bar.

ACTION:

-*Carole to draft a suggestion for the opening ceremony for the Feb. 17 meeting.*

5. SPONSORS

- **Carolyn** needs to know the food etc requirements for the various events in order to solicit donations. Each chair needs to produce a “wish” list.

ACTION:

- **Carolyn** will draft a form to be used by chairs to submit their wish list for food and any other items that could possibly be obtained free from willing donors. She will bring the draft to the next executive meeting in Feb. The form needs to go out by April 1, 2009.

- **Carolyn** will draft a plan detailing “levels” of possible sponsorship. Sponsors to be recognized in various ways to be determined. The executive needs to discuss this matter at the next meeting. Possibly starting at the Feb 17 general meeting. Some ideas may surface there along with possible volunteers to help solicit sponsorships. **Carole** to add this matter to next agenda.

6. REGISTRATION

DECISIONS FINALIZED RE REGISTRATION PROCESS:

APRIL 1, 2009---draft of registration form and related reunion information to be completed for presentation at the April 6, executive meeting.

JUNE 1, 2009 –completed registration info to be placed on the web site to initiate the collection of the paid registrations.

ACTION:

-**Maria** to draft registration form for the Apr. 6 meeting. Chairs need to have all info to her before April 1, 2009. **Carole** to contact chairs to get info to her for submission to Maria. Maria will draft a form for the chairs to complete to ensure she gets the info she needs. She will consult with Carole on this matter.

- **Yuri and Carolyn** to meet with a new event management group in Winnipeg. They sell a new software package that could handle the on-line registration process. They will report back to the executive on or before April 6.

- The executive needs to decide on the contents of the registration packages for the delegates. **Carole** to add this to agenda for a discussion on Feb 23 and March 18.

7. MEMORY BOOK

- It appears we no longer have a person willing to take responsibility for the Memory Book. To date there has been no progress started.

ACTION:

-**Carolyn** to meet with a broker --**Brian Gagnon** –*First Glance Printing*. She said he will be able to provide a draft of a template to be used to gather information and a possible cost.

- **Carole** to add this matter on the agenda for the Feb. 17 meeting to get a willing volunteer(s) to get rolling on this. Brian has offered to collect information for a decade. We need nine more volunteers to sift out the “memories” from the yearbooks. Brian passed around a sample memory book from Silver Heights reunion.

8. SOUVENIRS

- It appears we do not have a volunteer to handle the souvenirs portfolio.

ACTION

- *Jess will get some ideas and present these at the Feb 17 meeting*

- *The executive needs to make some decisions on this matter at the Feb. 23 meeting. Carole to add this to the agendas for Feb 17 and Feb 23.*

9. OTHER

ACTION:

The executive needs to decide on how we will get the decade rooms to be set up. Carole will add this to the agenda for March 18. Brian will discuss this with Principal Bulka to see if there is a way that the school to facilitate this feature of the reunion.

Next Executive Meetings:

FEBRUARY 23, 2009 – 5:00 PM –JESS’S OFFICE

NOTE: Jess will arrange to have supper brought in.

MARCH 18, 2009– 5:00 PM –JESS’S OFFICE

APRIL 6, 2009 – 5:00 PM –JESS’S OFFICE

Next General Meeting:

FEBRUARY 17, 2009—7:00 PM --ST. JOHN’S STAFF ROOM

Adjournment: 7:45 pm

Recorder: Brian Burdy