

OBE Reunion 2019 Planning Committee, June 17, 2019.

Kristy's Restaurant 809 Richmond Road

PRESENT: Jan Hynes (Chair), Elda Allen, Frank Allan, Pat Holloway, Carol Kirby, Bob Martin, Ross Maxwell, Steve Moretti, Terri Munro, Murray Sands, Lyn Wells.

ABSENT: Roger Lalonde, Mary Lou Fleming, Bonnie Cheung, Merri Legris, Barbara Clark

CALL TO ORDER: Jan at 09.35

Approval of Minutes:

Proposed: Pat, seconded by Frank.

BUSINESS ARISING:

- Lyn will meet with Algonquin contact for review of plans to date. She will have Steve accompany her to get overview of lighting and audio-visual arrangements.

Silent Auction:

- Bob has obtained a basket from Trattoria Vittoria including a \$100 dining voucher.
- Elda reported that the cottage was not available. She will be contacting Marjorie Loughrey's cousin re a donation from the Museum of Nature and will also check with Ned Loughrey about a possible donation from Marjorie's daughter.
- Carole has written a letter to Kristy's, as well as a few other possible donors.
- Lyn reported that Mary Lou will seek a donation from Pelican Restaurant and Colonnade on Metcalfe
- Bob will seek a donation from Kelly's Landing.
- Carole reported that Merri Legris is seeking an NAC performance voucher.
- Ross will seek a donation from The Glen, a Scottish Restaurant in Stittsville
- Frank presented a Ray Charles portrait by Richard King. Elda suggested that this item might be best placed in live auction. Frank will try to get an estimate of its value.
- Murray reported a \$1,000 cheque from Tony Graham plus \$250 gas credit. Although the cheque will be included in our donations, it has been made out to the Education Foundation. It was agreed that that cheque should be given to the Foundation now with a clear understanding that it be directed to the Arts in the Schools programme under our name. Carole will contact Bonnie, who is our Foundation contact to arrange transfer to the Foundation and acknowledgement to Tony Graham.
- Lyn asked direction on recognition for major donors at the event. There are the options of banners, mention in the programme, or any number of easel displays. Carole will contact Tony Graham re display size cheque.

REPORTS -

Ticket Sales.

- Ross reported completed ticket sales at 42. Jan had contacted Terry West, but he will be unavailable for contacts to Secondary school people this year. This leaves a gap in Secondary School contacts, and little interest from that panel.
- Lyn had contacted a number of people at FOBEEP luncheon.
- Jan has received a list of this year's retirees and will contact them through OPERA...there are (300-plus.)

Entertainment

- Pat and Steve reported that all is moving well. Jan asked if the words of the sung grace will be the same this year. Steve will check.

Advertising:

- Carole will post advertisements in the Ottawa South community newspaper. Jan asked about the feasibility of advertisements on Facebook and Twitter. Steve will investigate and possibly implement Twitter inclusion but Facebook deemed too expensive.
- Carole distributed posters for display, in local businesses.
- Pat reviewed the cost of advertising in the Ottawa Citizen "Our Town". There was a consensus that this was too costly.
- Elda will e mail Lorne to explore the possibility that Louise include a mention of the event in her Seniors column

Venue and Decorations:

- Lyn continues to develop Art Deco/Gold/Black theme with Jan's support. 180 napkin ring holders have been supplied: others can be made.

Finance

- Murray reported no change since last meeting because ticket sales revenue has not yet been deposited.

Jan summarized progress to date:

All is going well

Silent auction doing very well

Bob will contact Audi, Honda, BMW

Big push now for ticket sales.

ADJOURNMENT: 10:50.

Action Items

- Lyn and Steve to meet at Algonquin
- Jan to send email to new retirees, Terry Taller for ARM contacts
- Elda to contact Museum of Nature, Lorne Rachlis, Ned Loughrey
- Bob, Mary Lou and Ross to seek specified donations.
- Frank to get portrait evaluation.
- Steve to look at Twitter mention and Facebook ad
- Murray to send name of contact at Tony Graham to Carole
- Carole will continue local newspaper advertising and investigate possibility of large display cheque or banner for display from Tony Graham
- Murray and Bonnie to arrange cheque deposit and assignment of amount to our account

Next Meeting:

July 22, Kristy's Restaurant, 9:30 AM