

2022 MOUNTAIN MAGIC LEADER WEEKEND - MEETING MINUTES  
January 18, 2022 Committee Meeting

2021 Planning Committee

Carol Townley	Jessie Napier	Lianne Griffin	Rhiyana Pineau
Cheryl Marko	Karen McFadden	Marie Lott	Rose Lowe
Frances Parks	Kim Elmore	Marie Wright	Sheila Mills
Jeanenne Adams	Kippy Penney	Rebecca Wright	Vanessa Matravers

Guests/Sub-Committee Members

Amber Ackerman	Genny Welday	Kathy Stephan	Marie Ross
Brenda Carswell	Kellie Haley	Linda Selbach	Robin Antzoulatos
Desiree Salter	Jennifer Chancey	Nathalie Gregory	
Faith Burke	Jessica Preble	Rebekah Rogers	

Key Decisions

- Setup on Friday 1/21/22 is from 8AM – 4 PM ONLY
- Father Tom will arrive Saturday at 7AM to let us in (they cannot give us a key or allow us to stay before/after church personnel)
- Church has indoor mask policy now, as well as council.

Discussion Items

Marie L spoke with the church at length this week. Key points: the church has come up with some new covid guidelines/policies. The church is now requiring that masks be worn while indoors. Additionally, access by non-staff is not permitted (in other words, they can't give us a key to let ourselves in/out – we have to have a staff member present). This means that we cannot arrive on Friday before 8AM and can't stay later than 4PM for Friday setup. On Saturday AM, Father Tom will arrive at 7AM to let us in.

We are to put food donations for the food pantry in the lobby of the main church area at the end of the day.

Jeanenne and Bonnie visited the church this week and promised to get cookies for Father Jude Michael.

😊 Jeanenne has obtained 4 boxes of cookies and Bonnie may have a couple more leftover. Lianne to get a thank you card for Father Jude Michael, Father Tom, and Kimberly (bring Friday for committee members to sign). We'll give thank you card with cookies on Saturday.

Marie W to send a final reminder email on Wednesday. Include link to Participant Info on website and refer to watch weather updates there (Marie L to update website to include weather).

Committee Reports

**Admin** (Lianne) – Welcome conference call held last Monday. About 5 people attended live and a few more listened to the recording. Well received.

**Financials** (Jeanenne) – Sheila supposed to send reimbursement form to all instructors (there will also be one in every trainer packet). Reminder to submit reimbursement forms by lunchtime for reimbursement at event or NLT Feb. 15<sup>th</sup> for mailed reimbursement. Lianne to get \$20 in change for

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auctions, class payments, etc. Jeanenne has leftover patches we can sell. Committee agreed to offer them 2/\$1.

**First Aid** (Kim Elmore) – Kim will bring about 20 extra masks, will have blank health history forms, and hand sanitizer (Jeanenne will bring extra too left over from her daughter’s wedding). Kim has heart stickers to put on nametags for those that are CPR certified.

**Opening/Closing** (Rhiyana) – No update.

**Camp/Unit Set-up & Takedown** (Kim Elmore) – Outside signage/diagrams were sent to Sheila. Most set-up is inside. Kim picking up MMLW signs from Marie tomorrow, but she has 5 at her house leftover from training. Cheryl offered to help with setup until Marie/Sheila arrive later Friday AM.

**Unit Hostess Activities/Checkout** (Karen McFadden) – not applicable.

**Decorations** (Frances/Carol) – nothing new. Silent auction will be held Saturday (signup sheets will have photos of items being auctioned) and bids may be placed until the end of the 4<sup>th</sup> class. 5<sup>th</sup> class period, Carol/Frances will take down decorations and put together winners of silent auction. Silent auction checkout will be immediately following closing ceremony.

**Entertainment** (Jessie) – no update

**Historian** (Rose) – Rose will have her camera, Jeanenne will bring hers as backup. Rose asked if there would be a table to display scrapbooks? We can put one in one of the break rooms (speakeasy room), not with the freebies. Jessie to bring the set of scrapbooks that she has. Rose has a few for sale also. Lianne and Rose will be completing the scrapbook the weekend after our event so we can share with participants/wrap up.

**Meals/Snacks** (Kippy Penney) – Food order for 31 participants (will be delivered). Kippy to get \$ total so Lianne can get cash to pay CFA. Should probably tip delivery person. We should have money to cover that. Kim has 10 round plastic tablecloths and 40 paper rectangle tablecloths to donate. Kippy has several people donating Splenda, tea, etc. and will see what’s still needed Friday and will purchase any gaps.

**Participant Check-In, Guest Services** (Cheryl) – everything loaded in her car, Sheila bringing overall evaluation copies that were made by council office. Cheryl available to help Kim with setup before Sheila/Marie get there with inside handouts.

**Publicity & Philanthropy** (OPEN) – reminder that items may be purchased from the Amazon wishlist or food items may be brought for the food bank.

**Registration** (Marie W) – we have 54 people registered; there has been minimal class swapping. Marie will arrive around 11 AM Friday. Class rooms have been assigned, and final instructor emails have been sent. Will be printing registration schedules, packet labels, and room rosters tomorrow.

**Website/Technology** (Marie L) – no additional updates.

**Workshops/Trainers** (Sheila) – no update.

**Council POC** (Vanessa Matravets) – no update.

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The link to our recorded call (both audio only and video) are at  
[https://www.forever.com/app/users/mountain-magic-leader-weekend/albums/2022\\_01\\_18-mmlw-meeting/b81th7o0kqvwmvvg45780rg1q](https://www.forever.com/app/users/mountain-magic-leader-weekend/albums/2022_01_18-mmlw-meeting/b81th7o0kqvwmvvg45780rg1q)

(note: video is taking forever to load, but audio recording is there now).

[Corrected] Our next full planning committee meeting will be on TUESDAY February 22<sup>nd</sup> @ 7:30-9 PM.

The ZOOM link for our next meeting is:

<https://us02web.zoom.us/j/6763635412?pwd=UGZjRWttckE1NkwrUllakF1RFRKUT09>

Meeting ID: 676 363 5412

Passcode: MMLW