



## Bel-Air Heights Home Owners Association

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Bel-Air Heights Home Owners Association  
P. O. Box 6072  
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[www.BelAirHeightsOP.net](http://www.BelAirHeightsOP.net)

### **Minutes of the Bel-Air Heights HOA Social Committee meeting of August 10, 2016**

Members in attendance: Mindy Roth, Rebecca Roth, Becky Newkirk, Lisa Michaels, Carol Wagner  
Members absent: Peggy Fisher, Pat Lodge, Jon Meinke, Jackie Meyer

#### Agenda and Decisions Made:

Reviewed the previously used spreadsheet of items brought, purchased, actions needed, arrangements that need to be made, assignments made etc for the upcoming 10/9/2016 Street Meet. Information is as follows:

- Mindy will compose and send to Jakob and committee members the first email announcement, the Evite info, the reminder second email and the hand delivered flyers.
- Approximate dates for issuance of these notifications are:
  - 9/2/2016 1st email
  - 9/2/2016 electronic Evite (basically same info as on email)
  - 10/1/2016 2nd (Reminder) email
  - 9/23/2016-9/24/2016 Hand delivery of flyers
  - 10/5/2016-10/6/2016 Street signs put around neighborhood
- Carol will print the flyers, Rebecca will cut and hole punch, committee will tie ribbons on the flyers, probably at the next committee meeting. Hopefully all committee members can help deliver the flyers over the 9/23-9/24 weekend; Carol will solicit other volunteers for delivery.
- Carol has obtained the Block Party permit from the City of OP and requested the city-provided barricades. She also arranged for Roz Johnson, OP NEC, to be present to talk with residents and provide city brochures and info. Roz plans to bring an OP Codes Officer and she also arranged for an OP Police Officer, perhaps Zach Stephens, to be present. Carol arranged for an OP Fire Truck to be present for touring and talking with the firemen.
- Bob Lowery has agreed to again take care of the signage, containers, decor, etc for the raffle table.
- Raffle ticket price will be the same as in previous years i.e. 2 for \$5, 5 for \$10.
- Mindy will see if she can again obtain HyVee coupon books. If she does, we will sell them at the Street Meet. She will also try to solicit a raffle item from Orange Theory or Power Life Yoga. Mindy will bring her washers and bags game. She will also provide a cooler filled with ice, containing the hot dogs and brats. She will provide one card table.
- Carol will bring raffle tickets, name tags, markers, plastic table coverings, aprons for selling raffle tickets, her Weber grill, 1 card table. Carol will ask Jean Nagorski or, if needed, another neighbor, who lives on Reeds, if we can use 1 trash bin and a recycling bin.
- Rebecca will purchase bubbles, sidewalk chalk, masking or duct tape, will make table decorations, will allow us to use her gas grill if Carol is unable to borrow one from another neighbor, will provide her 3 6ft tables, will provide her 2 tubs for water

- Lisa has sent an email to Sweet Caroline's Shaved Ice to determine if they would be affordable for us to have present during part of the event, may explore the feasibility of having Kona Ice if Sweet Caroline's is too expensive, She will get change (\$100 worth of \$5 bills) for the raffle, will provide her charcoal grill and 1 6ft table, will sell raffle tickets at the ticket table next to the raffle tables, will provide 3 large bags of ice and a cooler
- Jakob will take photos.
- Rick Jarrold, HOA Board President, will greet participants as they fill out their name tags, will introduce the OP City speakers and will introduce Carol to pick and announce the raffle winners.
- Joanne Brown has provided copies of Committee volunteer signup sheets.
- Becky will purchase index cards and markers, provide large trash sacks, 2 large bags of ice
- Pat will purchase paper plates, 1 large package of paper napkins, plastic eating utensils, 2 24 cases of bottled water
- Peggy will purchase plastic tongs, serving spoons and forks, aluminum pans and foil wrap, provide 1 trash bin, provide 2 24 cases of bottled water
- Doug Brown will hopefully take a turn at grilling hot dogs, allow us to borrow a gas grill, if he has one. Note: Doug doesn't know yet if his schedule will allow him and Joanne to attend.
- Joe Nesselhuf will allow Carol and Joe V to use his Jeep and trailer to go around and pick up bulky items, such as tables, grills, etc. They will return these items to their owners after the event.
- Shannon will take a turn at grilling hot dogs and brats.
- Brenda will walk around and sell raffle tickets during the event

#### Agenda for event:

- 4 PM Event begins
- Approx 5 PM Rick Jarrold introduces speakers and then Carol Approx 5:30 PM raffle drawing begins

#### Regarding food items:

- Mindy will purchase hot dogs, brats (will be paid for from the HOA money), buns
- Becky will purchase 2 large bags of ice, an ice chest, a 24 pack of bottled water, condiments (ketchup, mustard, pickle relish), and will provide 2 card tables
- Hopefully Heide will provide Costco cookies. To date, she hasn't responded to Carol's 2 emails re this.

#### We believe we will need the following designated tables:

- 1 for food and related items (hot dogs, brats, buns, condiments, plates, napkins, plastic ware)
- 1 for desserts
- 3 for side dishes (provided by neighborhood participants)
- 2 for raffle items and related materials
- 1 card table for selling raffle tickets
- 1 card table next to grill
- 1 card table for OP City brochures and information

Hopefully I haven't forgotten anything or have any info incorrect!

Respectfully submitted,

Carol

Next committee meeting: 6:30 PM, 9/13/2016, Conroy's Pub.