**Planning Meeting notes for Sept 24th WUSD Welcome Back Rally**

**Sept. 17, 2014 H.S. Conference Room**

Present: Lenora Heim, Joe Lynch, Kim Adams, Dave Halbach and Jeanine Fassl

* Currently, Lenora has 42 planning to attend but a large number of staff have not responded so she will send out a reminder this week and she and Joe are pretty confident there will be at least 50 WUSD staff there.
* When asked how many Optimist members would be there we had to say that currently there are only 3 signed up but that didn’t include Dave and Kim and Angie so we were confident that there would be at least 10 members present for a total of 60 people. Kim will include this report with a call for our members to RSVP by Monday, 9/22.
* We will run from 4pm – 5:30 with the “tailgate” food:

 Hotdogs and Hamburgers will be grilled just outside the East front door of the MPR.

 We can use the Booster kitchen and some of their utensils for serving as long as we wash them.

 Dave offered his gas grill if he can get a truck to haul it. Jeanine said she’d measure the cap on their truck to see if it would fit.

 It was decided we could use two grills, so all present were going to work to find another gas grill.

 Dave agreed to purchase the meat and buns as our club Board agreed to spend up to $100 to help with the food. Dave and Joe will cook but welcome additional helpers there.

 Lenora and Joe also have Nesco’s in the building and would let us use them to serve the food

* We thought we should begin the set up about 2:45 so most of the food could be cooked and ready to go by 4 pm and there would be about a 30 minute social while folks get their food.
* Jeanine has a list of members who offered to bring food and will contact them individually. Dave offered a large sheet cake from he and his wife, Sue, Lenora would take care of the paper products and flatware and chips, Kim and Angie will bring Jell-O fruit salad and cut watermelon, Joe will bring bottled water, Jeanine will bring 2 gal. of lemonade, a gold table cloth and baked beans.
* The actual Program will begin at 4:30: Joe will see to it that there is an American flag, a screen, a laptop and projector there for our needs

 Welcome by Joe

 Why we are here by Lenora

 Optimist overview by Kim and Dave

 Slides by Kim +

 Future of Optimism by Dave

 ASK them to join – Jeanine

 Close by Kim and Dave and finish with the Creed.

* We’ll have a table with various club items on it including membership apps, photos, plaques, banner and “Save the Date” info for Trivia Night, etc.; can be staffed by one or two of our new interns.
* Clean up wasn’t thought to be an issue as Joe and Lenora thought the staff would be very helpful with that.