

Present on the call: Links Anika, Penelope, Javette, Terry, Mary Graves, Hillary and Michelle

The committee reviewed the updated presentation (attached)

1. Regarding Link Kim
 - a. Traditionally an invitation to the National Links President is extended. Expenses to be incurred include transportation, hotel and a gift. Greater Hudson Valley is having an induction ceremony the previous day and they intend to invite Link Kim. They have offered to split the costs for Link Kim's attendance at both events. The committee agreed that we should extend an invitation to Link Kim. Discussion was held about the expenses. It is anticipated that the cost will be around \$2700 shared by both chapters. Link Terry will ask Link Delores about the protocol for inviting Link Kim.
 - b. It was noted that we still the Area Director's position is still not settled, so no invitation can be extended.
2. The Paypal link needs to be update. Link Hillary agreed to do it.
3. The budget was reviewed. We are still running under budget. Payments/deposits have been made to the Surf club, the photographer- Lonnie Webb-, the band and to the AV company.
4. Arts Committee
 - a. Invitation letters along with contracts have been drafted to the 4 artists we have confirmed. Link Terry will review
 - b. It was confirmed that we are still asking artists to donate an item worth \$200 for the silent auction
 - c. Link Michelle noted that she changed the artist's agreement to make clear that artists will be paid within 4 weeks –not two.
 - d. The chapter will get 25% of the sales
 - e. It was agreed that we could probably accommodate one more artist.
 - f. Maya Cole, the student artist will exhibit her work- but will not sell. It was recommended that Karen Hill be the point person to coordinate with Maya.
 - g. Artists may not be able to attend a walk through. A floor plan should be shared with them once a decision is made about where they will be situated in the space.
5. Chapter photo will be taken at 11:30. Members are expected to be at the venue and ready for the photo at 11:15.
6. The Decorations Committee is working with Colgate's rep on the decorations for both the reception and the ballroom.
7. The Registration Committee is considering using technology (perhaps Google sheets) to keep track of guests. It is likely that both manual and electronic methods will be used. Link Javette agreed to be the point person on the electronic registration.
8. It was suggested that a specific person be identified to handle special cases (paying at the door; substituting for another guest, etc.)
9. Requests for priority Seating must be received with payment by March 23, 2019

Next J&J call Sunday February 17 at 8:00 pm