

IWA Board Meeting Minutes

Venue: 915 Lagrange, W. Lafayette (Medha's house)

Time & Date: 7PM, March 28th 2010

Members Present: Rakshi Ahsan, Renu Bajaj, Deepa Divakaran, Medha Gore, Shireen Hafeez , Sangita Handa, Sangeetha Kolla, Monal Patel, Sujatha Ramani and Padma Subramaniam.

The agenda for the meeting was to finalize the HOLI 2010, April 3rd evening details.

Agenda #1 Check in and Holi ticket sale

Padma , ticket committee coordinator, updated the board on the ticket sale numbers. It was decided to have about 4 volunteers in different shifts during check in, which would start at 5.30 and end at 7PM.

Agenda #2 Food Committee

The board received an update from food committee coordinators Sangeeta and Rakshi. The board was informed that the food will be catered from Khana Khazana and the contract will be signed soon.

Agenda#3: Entertainment, Vendors & Holi evening planning

The board received an update from Deepa on holi entertainment and booth vendors. Monal also agreed to be the master of ceremonies for the evening.

Agenda#4: Decoration Committee

Shireen, coordinator for the decoration committee, presented few decoration ideas/themes to the board. The board was informed that Sujatha, Shireen and Rakshi had met with Donna at Elks to decide on the table layout and other decoration details. It was agreed that Shireen and her volunteers will decorate the hall one day before the event.

Agenda#5: Other misc. business - Talk series and Budget

Talk series-coordinator, Monal informed the board on the date, time and venue for the next talk series. The board also discussed the budget for the event and other financial matters.

The meeting adjourned around 9.30 PM.