

Courtesy/Recognition Committee Meeting Minutes

November 3, 2016

Members: Sandy Bruns, Tara Fjeld, Beth Frankenstein, Amy Jurrens, Kristi Landis, Laura Nachtigal, Allie Mouw, Lesa Stofferan

Agenda

- Balance and Fundraiser Update (LN)
 - *Laura reported that our balance is approximately \$600.*
 - *Laura reported that our fundraising efforts have brought in approximately \$650 thus far.*

- Christmas Party/Recognition Ceremony (All)
 - Friday, December 16, 2016
 - Serve 11:30 a.m. – 1:00 p.m.
 - Program @ 12:15 p.m.
 - Order food - *Laura & Allie*
 - Punch – *Laura & Sandy*
 - Cider – *Tara*
 - Centerpieces for tables – *use from Commencement meal*
 - Food table set up – *Laura and Maintenance staff*
 - Clean up - *all*
 - Program
 - Welcome – *Beth F.*
 - Games – *Kristi, Allie, and Beth F.*
 - Door Prizes – *Tara & Laura*
 - QFP Professional Development Certificates – *Amy*
 - *Will ask Rhonda and Steve to present to the faculty members*
 - 1 year survivors – *Sandy (this is different from discussed in the meeting, but Molly will not be here on December 16).*
 - Longevity Awards – *committee would like Alethea to present the award while a committee member announces their name.*
 - 5 year - *Lesa*
 - 10 year - *Tara*
 - 15 year - *Amy*
 - 25 year – *Board member*
 - 35 year - *Alethea*
 - Outstanding Employee Award – *Alethea*
 - Closing Remarks – *Alethea*

- Adjournment
 - *The meeting adjourned at 3:30 p.m.*