

CASA ACADEMY

Minutes

Annual Event Committee Meeting

Date and Time

Wednesday January 24, 2018 at 12:00 PM

Location

(712) 775-7031 Meeting ID: 356-190-185 Host PIN: 5293

CASA Academy Governing Board meetings will take place at the CASA Academy campus (1500 W Maryland Ave, Phoenix, AZ 85015). Per A.R.S. § 38-431.02, notice of meetings for CASA Academy and any of its committees will be posted on this website. Notices will also be posted in the front office of CASA Academy (1500 W Maryland Ave, Phoenix, AZ 85015), which is open from 8:00 am to 4:00 pm, Monday through Friday.

Committee Members Present

C. Chavez, D. Brown, J. Leahy, M. Dahlen

Committee Members Absent

R. Lutowsky

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

J. Leahy called a meeting of the Annual Event Committee Committee of CASA ACADEMY to order on Wednesday Jan 24, 2018 at 12:06 PM.

C. Approve Minutes

C. Chavez made a motion to approve minutes from the Annual Event Committee Committee Meeting on 01-10-18 Annual Event Committee Meeting on 01-10-18.

M. Dahlen seconded the motion.

The committee **VOTED** unanimously to approve the motion.

II. Annual Event Committee

A. Update on Sponsorships

Crystal will follow up with her wine contact.

Jenna will email liquor license to Crystal and Mary as soon as it arrives.

B. Update on Event Space Layout

We considered moving food near the kitchen.

C. Update on Logistics

Mary suggested that we explore how we can make our wine pull more diverse in terms of wine selection.

III. Closing Items

A. Adjourn Meeting

D. Brown made a motion to adjourn the meeting.

C. Chavez seconded the motion.

The committee **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:25 PM.

Respectfully Submitted,

J. Leahy