

PALM BEACH NATIONAL CIVIC ASSOCIATION
BOARD MEETING
OCTOBER 3, 2016

A Board meeting was held at the home of Karen Petrella, President, Starting at 7:00pm

Present: Karen Petrella, President, Deanna Lessard, 1st Vice President, Kathleen Hartman, 2nd Vice President and Sally Postmus, Secretary.

Karen welcomed everyone to the meeting. Karen gave Deanna a key to the storage and said that the whole board should go to the unit. We need to document the contents. A date was not set.

Karen stated that since the cost for the upcoming Santa Firetruck and Breakfast event is less than last year, she was able to purchase goody bags and candy for the upcoming Halloween Event in October.

The board proceeded to fill the goody bags for the Halloween Event.

A discussion was made and agreed upon to send a sympathy card when there is a death in the neighborhood. Kathleen has a box sympathy cards and will give it to Deanna who will send the cards as needed. Karen will send an email to all members to ask that when someone in the neighborhood passes to let the board know so we can send a card.

We will be talking to Mandy to ask what the procedure is for the food and toy drive.

Halloween Event:

A conference call was made to Mary Kay Wilson to discuss the Halloween Event that she has been involved with in the past few years. Mary Kay will send Karen her list of what is needed for the event and what she has done in the past. She said that the budget is usually \$300.00. She suggested to make it simple not complicated. In the Storage unit, there is a grey box with prizes for games. The events Committee needs to meet and begin planning. Volunteers need to be coordinated to help with the event. There is a bounce house which is shared with a neighbor. Karen is going to ask Tammy who orders it and who is responsible for it.

They always have a costume parade and a costume contest with prizes. Judges should be those without kids in the contest. Prizes are for most creative, scariest, etc. The prize has been a \$15.00 gift card to Target. The board decided that if a monetary gift was given, a \$10.00 gift card was sufficient. There is usually a pile of Hay with Candy hidden in it for kids to find. Pictures are also taken here. If the committee plans on doing this at the event, and because hay is very expensive, they need to see if someone can donate it.

Mary Kay said that Safety is an issue at the event. It is very important to keep the kids away from the canal. Yellow caution tape should be put up to warn the kids and adults to stay away from canal. Orange cones are put on the street to slow traffic going down Oakmont.

Meeting concluded at 8:30pm

Respectfully submitted by Sally Postmus, Secretary.