

## **MINUTES OF THE MEETING (APRIL 6, 2018)**

### **ATTENDEES:**

**Niti, Harshi, Charmi, Prashant, Vipul, Shreya, Sourabh, Punit, Swarnali, Ami, Aishwarya**

### **Budget approval for BGUS project: AMOUNT INR 14,90,000 APPROVED**

- **Niti: Yes**
- **Harshi: Yes**
- **Charmi: Yes**
- **Prashant: Yes**
- **Vipul: Yes**
- **Shreya: Yes**
- **Sourabh: Yes**
- **Ami: Yes**
- **Aishwarya: Yes**

**NO OF YES VOTES: 9**

**NO OF NO VOTES: 0**

**No of Abstains: 3 (Swarnali, Priyasmitha, Punit)**

**Next Expected Site Visit: End of June/Early July.**

### **HOLI TASKS:**

#### **Sponsorship**

- Peoria → No response
- CPM → Check is ready, going to make snapchat filter for Holi event

#### **Entertainment**

- Need to get music from performers
  - Send schedule to Niti
  - Aishwarya meets performers at event and let Neil know when it is time for their performance
- Email DJ about payment. If not enough cash, asha central will pay within 2 weeks of event
  - Asking invoice from asha

#### **Posters**

- Quad, Green St, Department buildings, Indian stores, Grainger, Temple are done

#### **Food**

- 250 thalis, 41 have sold
  - Reduce thali amount

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### Publicity

- Post weather updates
- Boost the posts from facebook
- 1 post a day/every other day
- Verify people who have shared: must be **public**
- Email Annapurna

### Niti:

### Tickets

- Might have to refund tickets if weather is not ok
  - Refund button
  - Talk to asha central treasury: Shreya
  - Monitor weather weds/thursday of Holi week

### Volunteers -

- IGSA coming for cleanup → 8:00-9:00PM
- Volunteers are confirmed for day of Holi event (60)
- Volunteers have paid for Holi tickets
- Need to be more stricter on when volunteers can leave
- Print out list of volunteers and have them check-in/out
  - Give volunteer list to people at front desk
  - Get contact information from one person from each organization
  - Send emails out **Wednesday** before Holi
- Set up → 9:30AM-2:30PM

### Colors

- 20 bags have been packed, 10 left
  - It's okay if they are not all packed
  - 5000 bags have been done already

### Misc

- Shreya order wrist bands from Amazon
- Going into event with: \$800

### Day before Holi (13th)

- Meeting at Chinmays place
- Responsibilities are given

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### Holi Event

- **Punit and Shreya roam around fields**
- At tables near general info → There are scanners. Scan ticket and give colors.
  - Usually DKD girls and asha members
  - 1 is scanning, 1 is putting wristbands, 1 is giving color
  - Bring portable chargers
- General info → **Swarnali and Niti**
  - Cash, on spot registration,
  - All kind of tickets (thali, tickets)
  - 2 walkie talkies
- Food → **Sourabh, Prashant, Uma, Vipul**
  - Also has money box
  - Can also purchase food tickets here, only cash

### -CPM Table

- Will be doing their own thing

### - DJ Station

- Have to seran wrap equipment
- Check how much saran wrap is left
- 1 electricity socket
- Have to switch it on

### -Get portable chargers

### - Truck

### -Need driver that is able to roam around-Soham

- Load chairs first
- Then soda and beverages: Dasani water, Diet coke, Coke
- Then colors

### - Say be respectful to people and don't throw colors around

### - Water bottles? - 800

### - Soda - 400 cans, coke diet coke, diet sprite, mellow (lemon something)

### -Volunteer food : pizza (order before) Punit in charge

### -Tasks for next week