

Event Committee Meeting Minutes
May 8, 2023

- We can start setting up for the Gala at 1:00 pm the day of the event. Most decorations will be things that just need to be set in their place, with the hard work of creating and putting things together happening beforehand. The more help we have the faster set up and decorating will go!

- Mardita is putting together the program - thank you Mardita!

- We need more sponsors and auction items! In our last commission meeting, we had set a goal for each commissioner to find 2 sponsors. If we can meet that goal, we will be in a really comfortable place heading into the Gala! Mardita is going to work on a Taste of Brighton-themed package for the silent auction. If you can think of any other package options, experiences, local vendors, etc, please hit them up for auction items and/or sponsorships! We should probably prioritize sponsorships where possible!

- Current auction items that have been secured:

- full portrait sitting - indoor or outdoor
- artwork of historical sites in Brighton (there are several)
- Brighton Fire Department travel mug and water bottle set
- Historic Preservation Commission travel mug and water bottle set
- Brighton Fire Department coasters
- Lizzie's Axe Throwing date night

- I have asked Emma to print poster-size versions of the invitation to hang up around town and give to other commissions, etc. Stay tuned!

- We have a total of three dozen guests right now, counting the comped tickets, the commission, and the band. We really need everyone's help to get the news out so that we can sell out! Our goal is 140, and I wouldn't mind making the Armory a little cozier if we were to hit 150!

- I will be asking the fire department to publicize the Gala as well!

- We are planning to sell the Brighton books during the Gala. If we can all take a short shift, no one will get stuck selling all night.

- Final Program:

- Dinner and open bar
- Color Guard (BFD) and National Anthem (Toni)
- Sage - BHPC address
- Ann - City address
- Bill - Museum address
- Fire Chief - BFD address
- Silent Auction - need a volunteer to announce the highest bids
- Live band

- We did not make a specific dress code to match the theme, choosing to go with semi-formal/business dress for the evening.