

Mayfield Village Activities Committee Meeting
Tuesday, May 15, 2012 at 7:00 p.m.
Civic Center

MINUTES

Attending: Jean Britton, Mary Alice Chandramouli, Terrie Haycox, Steve Jerome, Patsy Mills, Nona Stella, Sean Supler, Bill Thomas, Debbie Thomas and Danielle Echt.

Introduction: Patsy called the meeting to order at approximately 7:07 p.m. Debbie made a motion to approve the April 3, 2012 Minutes as written. Terrie seconded. All committee members in attendance agreed.

Mother's Day Pancake Breakfast Evaluation

- Patsy said she talked with Chris and they both thought the sign by Wiley needs to be more visible. It is on the fence by the Historical House. They suggest that once it gets closer to the breakfast, the one sign by the Wilson Mills/SOM Center intersection should be moved to the South side of the Wiley Park driveway. They also suggested that the sign be angled so that cars driving by can see it.
- Steve said that this was his first year at the breakfast and he thought it was a shame that Swifty had to leave early. Danielle said that he was only contracted until 11:45 a.m. and that regardless of the time he leaves, there is almost always a line and someone misses out.
- Steve said that the tables were really close together. He said it made it hard to serve pancakes. Patsy said it's a space issue and you can't spread them out more because people need to be able to walk in the open area. Nona suggested moving the stanchions in closer to the grills and not allowing people to walk up and get their own coffee so that space could be used to spread out tables. The committee members thought that might be a good idea.
- Steve said he couldn't keep enough pancakes going to serve refills to the tables. He said that there was always someone needing more and he would go through his supply fast.
- Steve said that there were a few times that the blueberry pancakes weren't cooked all the way through. Sean said maybe there were too many blueberries in them. There also may have been some new people cooking.
- Patsy said that Sean did a great job coordinating. She said everything went well getting everything ready and the Cuyahoga County Board of Health was pleased.
- Mary Alice said that there were a few people walking up to the tray assembly area getting syrup and she referred them to the end of the line where the extra was available on the table. Nona suggested putting a sign at the front of the line indicating there was more at the end of the line. Mary Alice also said that some of the packets of syrup were leaking. Danielle said that she and some of the Service Department were aware of it.
- Nona said that she had some feedback from her husband who could not attend the meeting. Phil asked if we really get our \$300 worth from the harpist. Can people even hear the music? The committee members agreed that it was easily heard this year. Phil also suggests looking into the jazz band from the high school and making a donation. Nona also asked if all the Service Department staff needed to be there during the event. Patsy said they do things like getting the batter mixed and ready for the cookers, work the coffee station and many other jobs. Danielle said there is usually someone doing maintenance things as well. She said there are two shifts, one for the actual breakfast and one for cleanup afterwards. Jean also said that it would be Doug's call, whether the guys would need to be there or not. Nona asked why their expense was not included on the finance report that is put together internally each year. Danielle said we don't include staff cost on those or really for any of the programs. Nona suggested putting how the Service Department is utilized on the finance report. Patsy said the Service Department does a great job and it's a big job. The committee members agreed.
- Terrie asked if we needed salt/pepper with the plasticware and napkin. The committee members said no. Mary Alice asked if a wipe could be included instead. Debbie said wipes are available at the end of the line. Danielle said she would check to see if they make the package without the salt/pepper but including a wipe.

- Terrie suggested a smaller plate because it's hard to fit everything on the tray when there is yogurt, milk, juice, etc. Danielle said she thinks we have been using 10" plates. The committee members agree to try smaller ones.
- Terrie said if there are extra volunteers, they could help people carry their tray to their table. She said there were some elderly people who her daughter helped and it would be a nice service in the future.
- Nona suggested name tags for volunteers. The committee members agreed that volunteers were identified by their apron. Patsy said that the aprons need to be looked at because a lot of them are old or stained. The committee agreed that new ones are needed. Patsy suggested Sam's Club or stores that sell bulk items. She said Donna purchased the green ones years ago and she thinks they are around \$12 - \$14. Danielle said there are a lot of disposable ones in stock and the committee members thought they were wasteful and there are no pockets.
- Danielle said that Mary Ann gave her some feedback even though she couldn't attend the meeting. Mary Ann said that she heard a lot of compliments and she noticed a few of the trays were sticky. Mary Alice said she asked the Girl Scouts to check the bottom because she noticed the same thing.
- Bill said that one of the patrons had a piece of bread in with his pancakes and they didn't know why. Bread is put in the bottom of the sausage pans to soak up grease so one of the servers probably grabbed it by accident.
- Nona said that she thinks we need to recruit other volunteers. She said there should be a sign up sheet available at the breakfast for people to sign up on. Danielle said that she thought we tried that a few years ago and it didn't work. Nona suggested having someone proactively recruiting. Debbie said that most of the volunteers are Village residents. Steve suggested having a tent that features Village information at Cruise Night.
- Patsy said that someone brought their own gluten free batter. Sean said he gave it to one of the cooks and they handled it and it worked out fine.
- Steve said he noticed the poster about the new senior services and he thought it looked great. Bill said hopefully the seniors take advantage of the program.
- Danielle reported that tickets were counted and there were approximately 652 people eating. She said there has been around 700 people the past few years. Jean said more publicity would help. Patsy suggested buying an ad in the Sun Messenger. Debbie said that she heard parking might have been an issue. Danielle asked if we should have mentioned additional parking at Skoda on the flyer. Nona said we could put a sign near Beta saying additional parking.
- Debbie said that they took approximately 200 pictures.
- Danielle said they did okay on the ordering. She inventoried the cold items and there were some leftovers but it wasn't too excessive. She said there were 8 pails of pancake batter left over.
- Terrie said she heard a lot of compliments about the breakfast and the committee members agreed. Patsy said the Service Department and volunteers are all top notch.

Cruise Night (Saturday, June 9, rain date Sunday, June 10)

- A volunteer sign-up sheet was passed around and volunteers are still needed. Please contact Danielle if interested in helping.
- Bill reviewed the entertainment for the evening. He said that Billy J's fee for music and entertainment is \$1,800. The committee agreed after the last meeting to hire the cartoonist for an additional \$300. Bill said that he was able to secure two clowns through the Clown Ministry for \$275 which was better than Billy J's one clown for \$300.
- Bill said there is an additional option for Billy J which the committee needs to discuss. Bill said that Billy has a backdrop for pictures. Danielle said it is a green screen, like the weather people use. People stand in front of it and have their picture taken and they would get to pick from approximately 5 backgrounds. Their picture would be printed instantly. Bill said if we charge \$5 a picture, we would need 88 people to recoup the \$350 fee and after that, we would split 50/50 with Billy. Terrie asked what if we don't reach 88 people? She also asked why we wouldn't want all the profit after we meet the expense? Nona added why take the risk? Patsy asked why we wouldn't do our own polaroid picture and the committee members agreed that this is different. The committee members discussed where the screen would go. Danielle said it's a pretty big

screen and they also have a tent. Electricity would be needed. Bill said he would like to have it at the corner near the Gazebo. The committee members agreed that would probably not be the best location and they thought somewhere by old Village Hall might be best, near the doors of the old police department. The committee members didn't agree with the 50/50 profit split so Bill said he would ask for a 75/25 split. The committee agreed to try it. Danielle said we would need to pick the background scenes for people to choose from, she said they could create whatever they wanted. After distributing samples, they decided upon a diner scene, 50's cars, and records. Sean asked if the Mayfield Village Cruise Night shirt could be a background and Danielle said she thought they could probably do it. Steve asked if they would get a frame or anything else. The committee members didn't think anything else was necessary.

- **Addendum to Billy James backdrop discussion:** To avoid the Village spending \$350 up front for material and labor for the first 70 pictures taken at (70 pictures at \$5 each = \$350), Billy J will cover the \$350. Any pictures taken after the first 70 will then be a 50/50 split between the Village and Billy.

Fourth of July Celebration (Saturday, June 30, rainedate Sunday, July 1)

- Mary Alice and George signed up to work the concession stand from 7:30 – 10:00 p.m. One more volunteer is still needed. Contact Danielle if interested.
- Elliot and Chris will run bingo from 7:00 – 9:00 p.m.
- Bill asked the committee members to think about entertainment at the gazebo that evening. Billy J will cost \$950 for music. Additional options are \$150 for prizes/giveaways for contests winners, face painter for \$275, cartoonist for \$250, dancers for \$150. Steve said there needs to be some sort of entertainment for the kids. Danielle said that it sounds like the \$150 for prizes/contest winners suggests that there are activities for kids. Bill will look into what the contests and prizes are. Steve said maybe the Clown Ministry would be available.
- The committee agreed to discuss Fourth of July items after Cruise Night.

Open Discussion

- The meeting concluded at 8:00 p.m.

Next Meeting: Tuesday, May June 19, 6:45 p.m., Civic Center

Respectfully submitted,

Danielle M. Echt,
Assistant Recreation Director