

Minutes of Special Planning Meeting  
of the Conmee Social Committee  
for 2024 Easter Brunch  
March 13, 2024

In Attendance: Ellen Davis, Wanda Tabor, Sheila Maxwell (Council Liaison) Terrie Hiebert (prospective new Member)

Absent :Wayne Maxwell

1. 7:10 pm call to order

2. Chairperson and secretary

Ellen Davis volunteered to serve as acting chairperson until we have enough members to hold a vote.

3. Ashlee Theriault, Terri Hiebert, residents wishing to become a member of social committee  
can we pass these names to council for approval?

4. "Food Handler Certification Course

Ellen Davis reported she has completed and passed "Food Handler Certification Course" and has received the certificate.

5. Volunteers for Easter Bruch

Ellen reported the following people have volunteered for the Easter Brunch

Listed people with corresponding duties.

Jay Lavallee, volunteered to cook breakfast

Prep and Set up

Ellen Davis

Wanda Tabor

Jay Lavallee

Laurie Millington

Ashlee Theriault

Natalie Palmer

Annie Fuller

Kitchen

Wanda Tabor

Laurie Millington

Ashlee Theriault

Annie Fuller

Front Door

Natalie Palmer

Easter Bunny

Taylor Theriault

Craft and Colouring pages

Ellen Davis

Clean up

Ellen Davis

Wanda Tabor

Laurie Millington

Ashlee Theriault

Natalie Palmer

Laurie Millington's son

Annie Fuller

Don Davis after 3pm

Shopping Wanda Tabor and Ellen Davis

-Wanda said Geri Arps would also be available Saturday morning to help until 9:30 am.

Is there any other area's needing to be covered? fruit

#### 6. Food and other expenses

Ellen Davis to presented itemized proposed budget

Food and beverage	664.33
Candy & crafts	<u>150.00</u>
total	814.33

#### 7. Township Council wishes us to amend the Terms of reference to make it more relevant

\*Ellen to send out copies of 2015 terms of reference for members to go over and bring suggestions to next meeting.

#### 8. Next meeting set for March 27, 2024 7pm.

\*Ellen will check availability of Council Chambers

#### 9. New Business

a. Sheila Maxwell reported that the oven in the kitchen is still not working and the repair person could not come until April 2nd. Sheila consulted over phone with Shara Lavallee and Lauri MacKenzie-Holland ( previous facilities manager on the safety of using stove before repaired. Sheila advised it would not be safe.

After discussion it was decided it would be unsafe and that the Easter Brunch would have to be cancelled.

Ellen to inform and thank Jay Lavallee, volunteers.

Ellen to update all social media advertizing

Wanda to remove all posters which were posted

b. Sheila reported that Council has asked the clerk to put together a New member package that will be required by all members of the Social committee, including a police check.

\*Ellen will check with Shara to see when the packages will be available.

Sheila also announced that since the committee members were not available to put a proposal together for the government Seniors grant. She, Deputy Clerk-Treasurer Intern Tara Wupori , Treasurer Leanne Maxwell will put the proposal, plan and execute a Seniors Social event.

Adjourned 7:40pm

Recorded by Ellen Davis