

**Minutes for Brentwood Hills Social Committee Meeting**  
**Friday, November 3, 2017, 7:00 pm – 8:30 pm**

Welcome to new members, Marcia Wooten and Nella Didato and introductions

Rick Vogt spoke on behalf of the Board of Directors regarding new guidelines for Brentwood Hills committees.

- Two members of the board must be members of the committee and in attendance at meetings
- Leadership positions will be assumed by majority vote
- Minutes need to be taken at each meeting and a record needs to go to McNeil Management
- The community needs to be notified of all meetings a minimum of 48 hours before each meeting. This can be done via signage, Nextdoor postings and/or Facebook postings.  
Rick also mentioned that Brentwood Hills is considering a permanent sign for posting events which will be displayed in front of the pool facility. The board will need to approve.

Gerri Clifton confirmed that the social committee budget of \$6000 was approved at the last board meeting.

Election of officers

- Wendi Ullery was nominated for chairperson. A vote was taken and Wendi was elected.
- Julie Fulton was nominated for co-chairperson. A vote was taken and Julie was elected.
- Tania Morontaz was nominated for secretary in absentia. A vote was taken and Tania was elected.

Halloween Party follow-up

- Things that went well: Parade of costumes, photo wall, tattoos, snacks, crafts, pumpkin decorating, candy jar. Length and time of party worked well.
- Things to improve: Advertising. Need more signs in the neighborhood, need more residents to like Brentwood Hills on Facebook, need more residents to sign up for Nextdoor.
- Ideas for next year: "Haunted House" area in south pavilion

Christmas/Holiday Party

- Saturday, December 16, 2017. Time still being discussed. Either 4-6 pm or 6-8 pm
- Crafts – Julie and Wendi will research. Possibly decorating a picture frame
- Decorations – Lights, poinsettias (from landscapers), fireplace backdrop (Wendi & Julie will research). Decorating will be done on Saturday, December 9 at 10:00 am
- Santa – Gerri will coordinate with our usual Santa and will bring the chair and bells.
- Elves – Maybe
- Snacks – Coffee and hot cocoa (Gerri), cookies, cupcakes, cider (Denise), coffee urn (Rick)
- Gifts for Kids – Wendi and Julie will research contents of gift bags
- Christmas story time – Wendi and other committee members will read Christmas stories to kids before and after they see Santa
- Photo booth – Maybe but Santa might be enough of a photo opp
- Party Supplies – Check inventory. Will need cups (hot and cold), plates, napkins, 8 tablecloths, centerpieces.
- Flyers – Need two (Marcia). Start putting out signage and flyers at the beginning of December
- Quantity – Need to discuss quantity of all materials at next meeting. Julie will prepare spreadsheet.

Next event is a Superbowl gathering at the pool facility on Sunday, February 4, 2018

Next meeting is Friday, November 17, 2017 at 7:00 pm. Signage will be displayed by November 14, 2017.