

RANDOLPH FIELD EDUCATION FOUNDATION

September 1, 2016

MEMORANDUM FOR RANDOLPH FIELD EDUCATION FOUNDATION BOARD OF DIRECTORS

SUBJECT: RFEF Meeting Minutes, 30 August 2016

1. Pursuant to the authority contained in the RANDOLPH FIELD EDUCATION FOUNDATION Operating Polices, Section IV.1.b., dated 27 June 2016, the Randolph Field Education Foundation Board convened on 30 August 2016.
2. The following members were present:

Mr. Karl Schwehm	Chairman
Mr. Mike Miller	Vice-Chairman
Mrs. Charity McCurdy McMenamain	Member at Large
Mr. John Bender	Member At Large
Mr. Mike Barish	Member At Large
Mr. Mike Scott	Member At Large
Mr. Bruce Cannon	Member At Large

The following members were not present:

Lt.Col. Jason Campbell	Secretary
Ms. Hellen King	Treasurer
Mr. Lance Johnson	Ex-officio Member
Mrs. Barbara Miller	Member At Large
Mr. Charles Stubblefield	Member At Large
Mr. Nunzio Previtera	Member At Large
Mr. John Cotellesse	Member At Large

3. Order of Business:

Old Business:

Mr. Karl Schwehm shared that the concert is a go. It will be held at the Blue Bonnet Palace on 2 October 2016 from 3 to 9 p.m. The concert is titled **Randolph Field Military Child Benefit Concert**. The event will be fully staffed, the BBP will keep 100% of the alcohol sales, and the foundation gets 100% of ticket sales, % of food truck sales, and money from silent auction.

We will provide the bodies for ticket booths/VIP servers/parking lot/silent auction and clean up prior to the event. This event is a 21-year and older event because of alcohol sales. The bands are Chris Salinas and the Wildgrass (\$800), Jesse Stratton Band (\$500) and the headliner for the event is Two Tons of Steel (\$5,000). Foundation will meet with Austin John on Wednesday to discuss ticket sales and how that works using social media. Prices will be \$20 at the door, \$15 in advance, and a Teachers discount with proper ID of \$10 at the gate. Mike Barish has agreed to MC the event with the help of Charity McCurdy. Since this is our large event for the year, Charity McCurdy suggested that we use WOAI (and possible KJ 97) as the station(s) to publicize the event. Charity will look into all the particulars needed to be able to mention the event on the radio. Mr. Mike Miller is in the process of finding out about food trucks at the event. He has contacted San Antonio Food Truck Association and they will be contact with him about having food trucks at the concert. Mr. Bruce Cannon had questions concerning Security, Bank (where will the money collected that day be kept?), possible rain out, and obtaining an event insurance policy.

Continued Discussion Items:

- Tri-fold updates: some word-smithing will be done on the tri-fold brochure.
- Website/Facebook: Now have a Facebook page. Website still in progress.
- Bank Account should be settled on Tuesday, 30 August.
- No new news on Back to School giveaways.
- Mr. Miller contacted the manager at the bowling alley and said the foundation is good to go for the bowl-a-thon. Mr. Miller will be in contact after the concert.
- Mike Scott again reminded the board about the half time at Homecoming and how it will work. He thinks it should be maybe 4 minutes long.
- Members present discussed having a \$500 sponsorship. With that would come 2 tickets, 4 drink tickets, reserved seating and a steak sandwich meal.

4. **Next Board meeting:** 6 September 2016 (4 p.m.) at RHS conference room.