

Pennsbury Baseball EOY Banquet Planning Meeting Minutes

Monday, May 14, 2018 – 6:30 PM – PHS East Cafeteria

Present: Todd Massielo, Jen Massielo, Fred Tesarck, Jen Ostrowsky, Carolyn Fogel, Beth McNamara, Thom Crown, Brooke Martell, Heather Dear, Jackie Hochhausler, Stacy Rogers, Sonja Papp

1. Confirmed Event Details:
 - a. Sunday, June 3, 2018 – 6:00 to 9:00 PM
 - b. Makefield Highlands Golf Club

2. Questions for Makefield Highlands:
 - a. Vegetarian option – additional cost or add in our options?
 - b. Kids' pricing? Under 12?
 - c. Tables: round preferred – how many seated at each?
 - d. Arrival time for set-up?
 - e. Air Conditioning available in tent outside?
 - f. Colored linens?
 - g. Outside cash bar?
 - h. If heavy rain forecasted, can we switch to inside?

3. Budget: All purchases must first be approved by PBPC Board. Receipts must be turned in for reimbursement, once approved.

4. Ticket Sales - \$40 per ticket. Tickets will be on sale on Tuesday 5/22 from 6:30-8:00 pm in PHS East Cafeteria.

5. Menu: Buffett Style: Garden Salad, Chicken Francaise, Beef Tips, Vodka Penne, Garlic Mashed Potatoes, Brownies and Cookies. Dinner rolls, butter, soft drinks, coffee, and tea included.
 - Todd and Jen will order large sheet cake from Fritz's Bakery.

6. Decoration Committee: Jen Massielo, Heather Dear, and Grace Cass.
 - Decorations discussed:
 - i. **Centerpieces** – discussed not using balloon centerpieces since they obstruct view.

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- ii. **Easels** needed for 10 large senior and team pictures – Brooke Martell is reaching out to Dave Murphy's contact at Boehm to borrow easels.
 - iii. We have 10 large foam board baseballs with senior's name/number. (9 players and 1 manager)
 - iv. Large team picture for F, JV, and V: Thom Crawn will print out team pictures upon receipt from us.
 - v. In the past, decorations have been simple: black and orange, streamers, balloons, and small pennant flags.
 - vi. Carolyn can put together some collages of photos for Varsity, but only if there is another person who has taken pictures during F and JV games and can supply those pictures. We want all teams to be represented in the collages.
7. Video – Todd and Jen Massiello will put together slideshow with music and photos from parents. Thom Crawn and Beth McNamara both have projectors we can borrow. Thom has a pull-up screen we can borrow, measuring about 48 inches.
8. Senior Gifts – ordered.
9. Team Letters, Certificates and Awards - ordered
10. Coaches' Gifts – to be discussed with Coach Pesci
11. Mrs. Pesci's Gift/Flowers – gift ideas shared. Carolyn will order flowers.
12. Outside or inside at Makefield Highlands – we discussed options. Picked outside because it will be easier to get into to set up and more spacious.
13. Program/Agenda of Banquet – Thom Crawn will create and print out programs. Need to discuss agenda for evening with Coach Pesci.
14. Setup and Breakdown: Set up time TBD.