

Milwaukee '97 Welsh National Gymanfa Ganu
Steering Committee Meeting--May 10, 1997
First Presbyterian Church of Waukesha

6/2/97

Present: Arline & Nick Barsamian, Cynthia Bagley, Jan Batty, Eloise & John Morris, Eunice Evans, Jane Hagensick, Charles & Dilys Spransy, Gwyneth Young.. Joe Whitmore, Emma Whitmore.

Arline chaired the meeting. Minutes of the April 19th meeting were approved with the following corrections: Pg2, 2nd para, 1st line, change "city" to Greater Milwaukee Convention Visitors Bureau". Pg2, 6th para, 1st line "Marge..with David Slomo."

Treasurer's report--Mike Penny sent a report giving an income of \$37,360.00, and expenses paid of \$6,432.21, leaving a balance of \$32,184.70. This does not include the loans.

Registration--Jan Batty reported that as of May 6 she has received 350 registrations and has listed the people signed up for seminars. Two thousand large plastic bags for registrants to carry materials will be ordered at a cost of \$412. Small zip bags will be provided for tickets. Jan has sent a letter requesting these as a donation. Name tags will be purchased and sold at a reduced price for use next year. There was a consensus that we approve the expenditure for name tags and plastic tote bags. Banquet and concert tickets will be custom printed and numbered. All other tickets will be photo copied and unnumbered.

There will be a table for the Greater Milwaukee Visitors Bureau to hand out tourist information material and it will not be necessary for us to stuff the visitor's tote bags with it. The Bureau will provide personnel for the table for Thursday and Friday.

First Aid will be at a minimum--first aid kit and ice packs. Jan will check the Hotel's policy on first aid.

Jan invites anyone needing any information out of the data base, useful to them, to let her know.

Events--Joe Whitmore made contact with Robin Reed. His contract is being sent to David and should be in by now. Robin will be bringing his own sound equipment complete. All other events seem to be moving along.

Support Services--Charles stressed that all read the agreement with Bradford's and check that what is needed is included. The problem of moving an organ is solved with the decision to hold the church service in Bruce Hall.

The room signs will read as they are in the registration forms with title of the seminar, date and time. He would like to have piano needs confirmation at the next meeting. The Auditorium has pianos to rent.

There was discussion about video and audio taping. Further discussion is delayed until the next meeting.

The Celtic Cross is well on the way and the weather vane is 40% done.

Tours--Jane reported that all tours are contracted for. Jane will need some volunteers for tour groups. A second boat for the cruise will be used.

The exhibit part of Anne Knowles tour will be held at the Waukesha Museum instead of Carroll College. Jane will check with Anne Knowles about the Wales stops.

Arline reported that she had signed the contract with the Wisconsin Center. Only Union help is allowed in the Wisconsin Center for everything except security. There are several pianos available there.

Mary Davis had reported that there will be a judge from Wales for the Hymn singing competition.

Hotel reservation figures so far indicate a need to increase the number of rooms reserved at the Wyndham.

Market Place--Pat Wilkes sent a report that she had received eight signed contracts and will need more rooms. She has not heard from her friend about decoration for Bruce Hall yet.

Food Committee--Marge Wickert sent a report that there she had met with David Slomo, Director of Sales for Fine Host Catering. The Menu, price, and location were approved for the between service buffet on Sunday. No down payment is required at this time.
No contact was made with the person in charge at the Hyatt in regard to the Banquet.

Church Service--Gwyn Young reported that the Service will be held in Bruce Hall instead of Plankinton Theater.
David Davies will be asked to play the organ prelude and the Offertory.
The presentation to the winner of the Hymn Singing Competition will take place at the concert instead of the church service.
David L. Jones will not be doing the O.T. reading. Someone else will need to be found to read it in Welsh. Two suggestions were offered.
Michael Penny will do the Offertory Prayer.
Gwyn is making a list of furniture needed for the service and will be sending a copy of the order of service to Nelson Llewellyn.
Sixteen persons will be needed to take the offering. It was suggested that baskets be used for collection plates.

Tea Room and Raffle--Jane Williams sent a report. The Twinning Tea has arrived. Twinning has donated "Tea for a Year" as a raffle prize.
We are not able to get a raffle permit because of not having a Wis. charter and will have to consider an alternative. Welsh cake baking will start in June.
Hospitality presents problems. Jane needs some answers. This must be discussed at the next meeting.

Public Relations--David sent a report with much information about the many ways that news is being spread, successful selling of ads. For details see the copy of his report attached.

Scottish Games--Taking a table at the Games to which we were invited was discussed. We favored doing it but need more information including the date.
A decision will be made next meeting. Joe will call about the date.

Concert Tickets-- Since concert tickets will not require registration fee there was a discussion about how it could be done with the least inconvenience to the patrons. The suggestion that we hire a Auditorium cashier from 5pm to 9 pm for those wanting to buy tickets at the door was received favorably. The charge is \$19 per hour. Arline will check on tickets.

Cynthia Bagley explained a project about Welsh settlements in Wisconsin which she would like to do for the Gymanfa. It would involve pictures and histories. The idea was well received. She will bring a report and estimate of cost to the next meeting.

Dilys Spransy has the list of volunteers and wants committees to let her know what volunteers are needed--would connect them up .

THE NEXT MEETING - MAY 24, 1997 -2PM
First Presbyterian Church of Waukesha
810 N. East Ave. Waukesha, Wisconsin

Respectfully submitted,

Dilys Spransy

Dilys Spransy, Secretary

C.C. Mr. Nelson Llewellyn
Rev. Dr. R. Cerwyn Davies

6/2/97

P.R. Report

- 1000 Registration Booklets mailed to our local Welsh mailing list. Many thanks to Joe Simon, the Village of Wales Postmaster Mike Penny and the Batty Family.
- 2,000 revised brochures with new insert, Registration Form, and musical competition sign-up forms being mailed by May 15th. Many thanks to GreySunderPrescher, Mike Penny and the Village of Wales.
- A poster has been produced, focused at non-Welsh and selling the Saturday Night Concert. This will be mailed to 1,000 Milwaukee churches, 250 heads of schools, colleges and high schools by May 30th. A cover letter and registration form was included. Thanks to GreySunderPrescher, Mike Penny, Randy Huff ^{HOPF} and the Village of Wales. An additional quantity of 500 will be available for committee to provide additional exposure.
- 1,000 hand-outs have been produced as a low cost hand-out to be used by the committee members to provide additional exposure. Additional copies can be produced from a "Master Copy" held by Dave Williams.
- An ad is being produced for the Great Milwaukee Summer Cue Special Edition to be published May 25th. Thanks to committee for approval and GSP for production. *Cancelled due to misunderstanding on price.*
- Story about our event submitted to Journal Sentinel to be produced in the above edition, with any luck! Thanks GSP.
- Story about our event submitted to **Key Milwaukee Magazine** to be produced in the August edition, with any luck. Thanks GSP.
- Additional newspapers and magazines have been identified and we're working to have a story placed in each in the July/August time frame.
- At this time, we received a \$250 check for a full page ad from the Ninnau and \$130 check for a half-page ad from the Hyatt. We've had commitments for additional ads from Welsh Home, Hotel Wisconsin, Harp and Dragon and two or three smaller organizations.
- We've been turned down for sponsorship by A.B. The Wisconsin Center prohibits the sale of out-of-state beers and AB does not feel it appropriate to support us due to our association with the Wisconsin Center. No other news to date.
- We need to decide if we're going to take a table at the Scottish games, at a cost of approximately \$25-\$35. If we do commit, how and who should participate?

David Williams

May 7, 1997