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**Party in the Yard Committee**

**Meeting Minutes; February 28, 2022**

**Attendees:** Kathy Albanese, Janine Baschoff, Laura Beauchamp, Sylvia DiBona, Teresa DiBona, Marie Gillespie, Christine Lobley, Maria Luis, Lauren Pennington, Casey Poulimenos, Diane Smith-Hoban, Marie Vacca, and Olivia Witt

**Absent:** Tracy Fauls, Gokcen Gurk, Meghan McIntyre, Lisa Oswald, and Alisha Slye

Christine welcomed everyone to the kick-off meeting for Party in the Yard 2022. Everyone introduced themselves and welcomed new members, Maria Luis, Lauren Pennington, and Casey Poulimenos.

**Key take-a-ways from the meeting**

* Party in the Yard is scheduled for Saturday, May 14, 2022
* Event will take place in person at Urban Outfitters, Navy Yard
* Main goals for the event
	+ Raise Money
	+ Guest Experience
		- Bring back the feeling of a night out
		- First time in two years to reconnect with sponsors
* Committee agreed that it is okay to hold the event indoors
* Can utilize some outside space potentially for some tables and cocktails
	+ To do any intentional outside would be cost prohibitive
* Vynamic is confirmed as Presenting Sponsor and is comfortable with whatever format/guidelines we choose to follow this year
* Christine will be meeting with Urban to discuss their guidelines around number of guests, COVID protocols, etc.
* We will hold off making any decisions on whether guests need to be vaccinated, show proof of negative tests, etc. until closer to the event.
* May need to reduce capacity due to pandemic and service issues and/or Philadelphia City mandates
* Committee discussed potential themes for the event
	+ Roaring 20’s or Masquerade theme resonated with everyone
* Christine mentioned that food and service costs have gone up
* All agreed to continue to send out a paper invite, but a more scaled down version (single card) with QR code to website to register for sponsorship or purchase tickets and info to make a donation.
* Early sponsorship emails will be sent to past sponsors to secure their commitment
* Sponsorship levels will continue to be Hope, Relief, Kindness, etc.

**How you can help**

* Secure auction items
* Experiences seem to do well
* Ideas
	+ Flight Lesson
	+ New Vetri restaurant – Dinner with Chef
	+ Sushi Lesson
	+ Harry Potter exhibit at Franklin Institute – Kathy
	+ Cauldron Bar
	+ Commissioned painting of your choice
	+ Tickets to Dick Vermeil induction
	+ New park in Atlantic City
	+ Golden Girls Dinner Theatre

**Opportunities to consider**

* Pre-event cocktail party for top level sponsors at someone’s house
* Potentially scheduled month before event
* Raise individual ticket prices slightly

**Next steps**

* Christine will set up a link for the committee to access all the event materials
	+ Auction Letter
	+ Auction Donation Form
	+ Sponsorship Information and Forms
	+ Committee Information
	+ Site will house the most up to date information

**Meetings**

Committee will meet two more times prior to the event. We will schedule one in the morning and one in the evening to try to accommodate everyone’s schedules. The committee would like to meet in person if possible. Meeting invites will be sent out shortly.