

Date: Monday, March 27, 2006

Location: Karen Squires' home

Notes Taken By: Lisa Van De Graaff

Participants:

Suzanne Uberuaga, Vice-President
Karen Squires, Secretary/Treasurer
Sherry Morrison, Director
Blas Uberuaga, Director
Lisa Van De Graaff, Director

Agenda in Bold

Notes in plain text (many to be acted upon next year)

Immediate Action Items and Decisions in red

Congratulations Karen!

- Coconut pie and gifts for the new mommy. Thanks to Suzanne for providing the yumminess.
- This is Karen's last week at work, and then she will be on maternity leave. Karen is due April 7.
- **Blas and Lisa will be taking on the role of Secretary/Treasurer effective today. A new Secretary/Treasurer will be elected in the autumn.**

Tapas Event Review (Lisa)

- **How did it go? Please include specific feedback and changes...**
 - **Location**
 - Lots of mingling – that was nice
 - More tables for people to gather
 - **Need to get deposit back, Blas to follow up**
 - “Felt like a home”
 - Parking was excellent
 - Limited capacity (100 only without portable potty)
 - More hangars needed for coat rack (or stash in back room), coat check?
 - Would like to use location again next year. Consider timing later in year to utilize patio and common areas for announcements and more space
 - **Marketing**
 - We could have sold so many more tickets!
 - More El Dorado folks were interested in attending as well.
 - People said they would have paid more (similar event = \$45), note that student may not be able to afford more
 - What is the charitable portion of the ticket? Consider including this information to draw participants
 - Fliers were very effective (people mentioned them at front door) – tags were torn off fliers at comm. college
 - Add “how did you hear about us” column to guest book
 - Does El Dorado have a newsletter?
 - Church newsletters?
 - “Last year sold out!” on next year's posters and such
 - General agreement that we would like to keep event to 100 people and charge more (though there was no vote on this)
 - **Ticket Sales**
 - Centralize & retain process, incl will call
 - Bigger difference between member and non-member rates
 - Set standard for comp tix – do this in advance of next year's event!

- Special rate for invited guests?
- Donate to auction?
- Helpers?
- Paper tix, will call, or combo –
 - Larger print
 - Do will call only and paper tix as necessary
 - Desk lamp at front desk to read
 - Serve wine as people are standing in line & take coats (kept people happy)
 - Three people at front desk (two shifts = two people, then one)
- **Raffle**
 - Pony Espresso – good, start earlier next year
 - Specific people to sell tix
 - Sold out before we sold many tix
- **Tapas**
 - Food even better than last year!
 - Potato salad – no spoons (cups instead) (labor intensive and not elegant)
 - Easy on the garnish (things were garnish-intensive)
 - Maxed out on capacity (can't really accommodate more people/tapas)
 - Limited space in kitchen for prep (need another room?)
 - Need more gloves
 - Need mats for floor
 - More towels (Suzanne could donate)
 - Busing stations need to be better
 - Emily was great in charge of the kitchen! Need that again in the future.
 - Adrian to donate a tapa or two next year?
 - May prepare and freeze cheese ahead (though test with defrosting or not before frying to minimize cheese “explosions”)
 - Pass mayo tapas (instead of serve on table where they sit too long)
 - Careful with any “touchy” foods and risk of food poisoning
 - Leftover cheese – make less next year
 - Too much bread
 - Too many dates / Too much cake (one per person only)
 - One more dessert tapa? Something chocolate? Compote? Natillas? Rice pudding? Gateau de' Basque? Definitely something visually appealing. Cuajada? Must do research on Basque desserts...
 - Cost per person to us was approx \$25 (consider discounting ticket to our cost for those who donate to auction)
 - Ask TJ's to donate food
 - Kitchen crew would have liked more time to mingle
- **Beverages**
 - Most of the coffee was consumed (perhaps because people had to drive further)
 - Bought 48 bottles of sidra, returned 28
 - Bought 36 bottles of wine, 3 left (buy more wine next year), some people didn't like 2nd wine. Buy more wine next year.
 - Bought 3 cases sparkling mineral water, one case left (buy a Spanish water?)
 - Three people serving beverages was good
- **Silent Auction**
 - \$1,160 (last year \$478). We made most of our money on the auction.
 - Process for people leaving early (note in program, taking items early)
 - Pay for items in room with items (to keep control)
 - We should attend other silent auctions in town for ideas (packet)

- Once auction is closed, bag items and number them for delivery?
- Display of painting could have been better
- More items, less Basque-specific
- Always have a beret though!
- Clothes require a lot more time to prepare for selling. Next year, market boy's outfit with a photograph.
- Items on web site was a great idea (note that plenty of time is needed for this step)
- Hard copy of this year's items for gathering items next year.
- **Entertainment**
 - Slide show was great
 - Music was good (live would be better if we can afford it)
- **Decorations**
 - Basque specific
 - Hallway was dark (more lights)
- **Merchandise**
- **Other?**
 - President to prepare for announcements and message we want to send before the event
 - Acoustics in building were not good (patio may have been better)
 - Perhaps a Q&A session with the President (re: club)
 - Call people to an announcement in a common area (go to each room and announce the announcement)
 - Break up responsibilities more next year (we over-loaded a couple of board members this year)
 - Newspaper article after the fact sure was nice (at last year's event)... maybe offer comp press tickets earlier (to ensure we have a press person or two there)
- **Did we make money?**
 - Approx \$1,350 (last year = \$716)
 - **Karen to finish financials and give to Blas**
- **Thank you letters**
 - **Manuel to finish this weekend and Suzanne to mail**

Language Classes (Blas)

- **No news from Bixente yet – Blas to follow-up**

Picnic (Suzanne)

- Raffle items (dolls or wood carvings?)
- August 27, 12 noon til dark
- Will use last year's invite & Reyes will print (Suzanne to redesign to be a postcard for cheaper shipping)
- **Blas will put info on web site**
- No lamb (but Basque chorizo, kalimotxo or sangria, soda, coffee), bring potluck items
- "Santo Bueno Ranch" in Pena Blanco
- Members \$8, Non-Member \$12, children under 12 free
- **Blas to print labels (Lisa to teach Blas how)**
- Lawrence is interested in hosting an event (the picnic?) at his house (per Manuel) – **Suzanne to follow-up (she will speak with Manuel first, then offer November or December as possibilities for potlucks to Lawrence.)**

Next Meeting... (to discuss "club housekeeping") (Lisa)

- **Monday, May 1, 2006** (alternate date will be: Tuesday, May 2, 2006)
- **Lisa to send info ahead of meeting for Board consideration**

Other Topics

- Creation of our own culture – what it is to be a New Mexican Basque?

2006 NMEE CALENDAR OF EVENTS

(red indicates elements yet to be determined)

Date / Time	Day	Event	Notes
February 11 / 5:00PM	Saturday	Potluck	Hosts: Paul & Sherry Morrison
February 25 / 5-7:30PM	Saturday	Cooking Class	Chef Adrian Perez Manuel's Kitchen \$30/\$40 per student
3/11/06 / 6-9PM	Saturday	Wine & Tapas	
Apr, May, June 3PM	Sundays or Saturdays	Language Classes	Bixente to teach Blas & Lisa's place (if dates work)
4/29/06 / 5:00PM	Saturday	Potluck	Hosts: Manuel & Rebecca
6/10/06 / 5:00PM	Saturday	Potluck	Ron Panebouef? Albuquerque
8/12/06 / 5:00PM	Saturday	Travel Bug Slide Show	Blas, Manuel, Karen
8/27/06 / ???PM	Sunday	Picnic	Peña Blanca
10/21/06 / 4:00PM	Saturday	Potluck	Julianna Lucero? Albuquerque
November	?	Cooking Class?	Emily Swantner?
12/2/06 / 4:00PM	Saturday	Potluck	Blas & Lisa? Lawrence?