

SEIU LOCAL 521
WOMEN'S CAUCUS AND LATINO CAUCUS
PLANNING MEETING
NOVEMBER 13, 2017
PLANNING MEETING
FOR END OF THE YEAR EVENT
ON DECEMBER 9, 2017

Planning meeting was held for the annual End Of The Year Caucus Event to be held on December 9, 2017.

Those present can be confirmed by sign-in sheet on file in SEIU 521 office in Fresno...

Santa Claus: Bella Barela shared that the Santa Claus that usually visits the event is unavailable on December 9, 2017 but is available December 16, 2017. After much discussion with those in attendance the consensus was to hold the event on the same date. Veronica Moya stated that her son would volunteer to be Santa Claus. Bella Barela stated that she has a Santa Clause suit that can be lent out.

Music: Bella Barela stated that APALA will be providing the dis jockey services for the event.

Decorations: Heather Furman and Veronica Moya stated that they have been checking on decorations at various stores including the 99 Cent Store and the Dollar Tree. They felt that the can provide centerpieces and other decorations needed for approximately \$100. Arvelia Via Cooper-Whigham made a motion to pay up to \$100 from the Latino Caucus for Christmas decorations with the understanding that it may be purchased by Office Co-coordinator Liane Mazelle or may be reimbursed as an out of pocket expense. Seconded by Lucia Sapiens. Discussion: it was explained by Latino Caucus Chair Lorenzo Lambaren and Women's Caucus Chair Jennifer Jensen that the purchases can be made one of two ways. Office Co-Coordinator Liane Mazelle can either go out and purchase the needed items or order them or the items can be purchased by a member and be reimbursed out of pocket. Vote taken. Motion passed as presented. It was a consensus that the items would be purchased out of pocket and be reimbursed.

Food: two estimates were submitted for food:

James Hackett provided an estimate for 200 people at \$7.50 per person for a total of \$1,500. The meal would be served via the food truck which would be parked in back of the Union office. The people would have to go to the food truck to receive their meal.

Anthony Cox provided an estimated as follows: for 125-200 people – tri-tip, chicken, mashed potatoes and gravy, green beans, cornbread rolls, beverages, raspberry lemonade, plates, eating utensils as well as serving for \$1,350 plus tax of \$107.66 for a total of \$1,457.66.

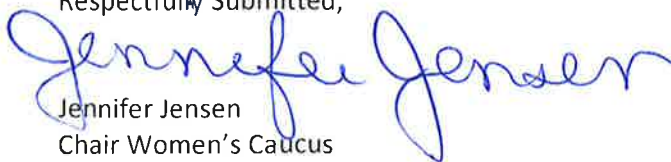
After discussion among those in attendance, Lucia Sapiens made a motion to accept the estimate submitted by Anthony Cox for \$1,457.66. Seconded by Francis Coronado. No further discussion. Vote taken. Motion passed as present.

Beverages: it was also decided among the group to have coffee. Francis Coronado stated that she would also provide a pot of Champarado as she has done in previous years.

Gift Cards: PWD Chair Arvelia Via Cooper-Whigham stated that the PWD Caucus will be donating eight (8) gift cards in the amount of \$20 each for a total of \$160.

Candy Bags: Diane Vasquez reported that she will personally donate candy bags for distribution the children attending the event. Diane stated that she will need help assembling the bags.

Respectfully Submitted,



Jennifer Jensen
Chair Women's Caucus
Secretary Latino Caucus