

# BCCHS Class of 1965 Reunion Committee Meeting

10-11:02 AM, July 16, 2016

## Agenda/Meeting Notes:

1. Introductions – who is at the meeting.
  - a. Local: Steve Jessup, Carole Terry, Sandi Moffitt, Kathy Fuld, Mike Doyle.
  - b. Remote: Lorraine Bundy, Annette Zalner, Bill Ragla.
  
2. Classmate search update. Lorraine & Bob  
214 NOT JOINED; but now at 57.4% joined! Only 1 new member in last 5 months. We would like to determine why and how new classmates join. Mike changed the website so when a new classmate joins, they get a new Welcome Email to indicate that they can expect a call from Lorraine to welcome them to the site. Lorraine will try to determine why they decided to join, which might help us change our strategy for getting those classmates to join who haven't yet done so.
  
3. Budget/funds update – Steve/Annette...  
The budget hasn't budged since last meeting; it's still sitting at \$1428. There aren't likely to be any significant expenditure in the near future.
  
4. Survey discussion.  
The third survey was announced July 2. Completed surveys are coming in. It will be active through August 7. If you haven't completed your survey, please do it now. Your input is very important. You may view completed survey answers anytime by clicking on "Future Reunions Survey" and then on "View Survey Results."
  
5. Website use and issues suggestions.  
Mike barely began to plan the new "Responsive Design" format. Mike sent 5 videos explaining the new design to the "team." Only Nate, Carole and Mike will be working further on this project. If anyone knows of someone else who is interested in contributing to the new design, please let Mike know.
  
6. Old business.  
Announcements: Mike still needs to put together some instructions so anyone can create an announcement for events or whatever. This is one item on the website survey that was requested by a few. This is a fairly low-priority item.  
  
Automated birthday card function. Lorraine has sent about 66 birthday greeting emails. She's had about 46 classmates send a reply. We continue to get several responses each month.

A question was asked: can the website support prescheduling email blasts? Mike and Carole have created a way to

do this. It's still mostly a manual process.

A question was asked if the website supports texting for announcements. Mike discovered the website will NOT do this at this time.

7. New business.

Carole received a letter from Betty (Favorite) Palmiter recently. In it she stated that her ex-husband Leon Palmiter (AKA Jonathan Marc Palmiter) passed away from cancer in May 2017. Mike had talked to Betty numerous times in the past 2 years and emailed Leon several times, also. He will send a reply to Betty. She is one of our "snailmail" registrants.

There was a significant discussion about our Saturday luncheons; namely, should it always be on a Saturday; should it always be at Clara's? The expense at Clara's might be a negative. To that end, we will be sure to note that there is no requirement that a meal be purchased. A classmate may come and just order water or a drink. Lorraine sent letters to all the "snailmail" classmates recently with the dates of upcoming luncheons so we don't want to make a change to the day until after September. So the tentative date for the October luncheon is Friday, October 14. Whether it's still at Clara's will be decided in the future and an announcement made. Afterwards, we'll assess if the non-Saturday lunch was a success and should it continue. And for September, we'll try something different. We will have a pitch-in picnic lunch at Steve's or Carole's house on September 17. Details will be announced later. There will be no cost, but it will be RSVP-only and you'll be expected to bring a dish to share.

8. Next meeting/call – Next scheduled one is November 19 at 10 a.m. before the lunch at Clara's. Perhaps some "business" will take place informally at the September 17 picnic.

9. Adjourn – at 11:02 a.m. All at the meeting headed over to Clara's for lunch. Also joining the group for lunch were: Dave and Teresa McCleery, Judy Grace, Howard Morgan, Judy Mainstone, Cliff Ward (Kathy's spouse) and Lyn Doyle (Mike's spouse.)

10. Website Statistics – FYI count of classmates who have been online during last periods shown.

Date	7/11/15	8/8	8/22	9/2	9/27	10/1	11/13	01/12/16	2/27	3/19	5/8	6/6	7/11
24 hours	42	73	76	90	82	22	43	31	54	47	5	6	15
7 days	137	143	154	165	151	147	110	66	104	110	27	32	57
30 days	177	204	204	215	219	213	156	116	141	150	106	101	118

# **BCCHS Class of 1965 Reunion Committee Meeting**

**10-10:55 AM, March 19, 2016**

## **Agenda/Meeting Notes:**

11. Introductions – who is at the meeting?

- a. Local: Steve Jessup, Carole Terry, Sandi Moffitt, Kathy Fuld(ill, couldn't attend)
- b. Remote: Lorraine Bundy, Mike Doyle

12. Any old Reunion business? None at this time. We'll quit reporting on this item.

13. Classmate search update. Lorraine & Bob

215 NOT JOINED; but now at 57.3% joined! We had two new classmates join on 02/27/16. Prior to that it was 12/6/15. We would like to determine why and how new classmates join. To that end, we're implementing two ideas. First, when a new classmate joins, they get a Welcome Email that is currently very generic. It will be changed to indicate that they can expect a call from BCCHS to welcome them to the site. Second, Carole and/or Lorraine will call them to determine why they decided to join, which might help us change our strategy for getting those classmates to join who haven't yet done so.

Bob's suggestion from several months ago was implemented. We posted the results of the first survey through February 29. There were no comments or questions about it. We don't know how many classmates might have read it.

There was a task on the table to periodically contact every classmate for good contact information. An email was sent to all classmates this week to ask them to check and update any incorrect contact and profile information.

THERE WERE SEVERAL UPDATES MADE, SO IT WORKED. Something similar will be done about every 6 months.

14. Budget/funds update – Steve/Annette...

A new budget was posted for the class to see. There aren't likely to be any significant expenditures in the near future.

15. Survey discussion.

Mike posted the current website/communication survey January 31. Several of the questions are easy to analyze the results because the website makes a nice chart of the results. Classmates weren't completing this survey as quickly as the first one, so the deadline was extended for classmates to complete it. That isn't helping much. Only 3 classmates completed it in from March 1 - 19. 42 classmates have completed it as opposed to about 65 for the first one. The survey is now closed as of March 19. Mike will have an analysis finished for the committee to review in a few days. After the committee reviews, it will be posted on the website.

The third and final survey will be about a Next Reunion and classmate meetings. Mike will send the committee a draft of the survey for review in the next week. The survey will be posted on the website for classmates to

complete after that. It will be active on the website for about a month.

16. Website use and issues suggestions.

Mike has not begun to plan and implement the new “Responsive Design” format. It should be a much better format, especially for smaller-screen devices. He will involve Carole, Nate, Don, and Kathy as plans progress pretty soon. He’ll send them some instructional/demonstration videos to view.

17. Old business.

Announcements: Mike still needs put together some instructions so anyone can create an announcement for events or whatever. This is one item on the website survey that was requested by a few.

Automated birthday card function. Lorraine has 27 birthday announcements to send in April. It seems to be going very well. More classmates are responding than before.

A question was asked: can the website support prescheduling email blasts? Mike and Carole will have to create a way to do this. They will begin discussing this tomorrow. The plan is to probably have monthly email blasts with information of interest to classmates. The recent website/communication survey could help with desired content.

A question was asked if the website supports texting for announcements. Mike discovered the website will NOT do this at this time.

18. New business. Is there anything

Today’s new event is lunch at Clara’s on the River? Carole expects Ken Long and Teresa and Dave McCleery to attend. Howard Morgan will be joining the group, also. We hope to post some pictures from this inaugural event.

19. Next meeting/call – May 21 before the lunch at Clara's

20. Adjourn – at 10:55

21. Website Statistics – FYI count of classmates who have been online during last periods shown. As the meeting was taking place, 20 classmates had signed on the website between midnight and 10:30 a.m.

Date	7/11/15	8/8/15	8/22/15	9/2/15	9/27/15	10/1/15	11/13/15	01/12/16	2/27/16	3/19/16
24 hours	42	73	76	90	82	22	43	31	54	47
7 days	137	143	154	165	151	147	110	66	104	110
30 days	177	204	204	215	219	213	156	116	141	150

# **BCCHS Class of 1965 Reunion Committee Meeting**

**9-10:08 AM, January 16, 2016**

## **Agenda/Meeting Notes:**

1. Introductions – who is at the meeting? .... Who is on the call?
  - a. Local: Kathy Fuld, Steve Jessup, Sandi Moffitt
  - b. Remote: Carole Terry, Kathleen Mills, Lorraine Bundy, Mike Doyle
  
2. Progress reports –  
Old Reunion Events to Review:  
Friday Ice-Breaker, Saturday school tour, Saturday car show, “Oh, What a Night...”, Sunday brunch, Sunday Golf outing, Hospitality, Memory Book.  
Other than the Memory Book, there was no other discussion. These topics will be eliminated from future agendas. Rose Hendershot reported that she still has some Memory Books available for purchase. Mike will put a reminder/enticer announcement on the website so classmates will get them as desired.
  
3. Classmate search update. Lorraine & Bob  
Still have 217 NOT JOINED; but now at 56.9% joined!  
Bob’s suggestion from the last minutes not resolved, namely to make the results of the surveys available for viewing on the website to those who are not registered and/or send them a post card letting them know they can see the survey results if they are interested. The main reason would be to let them know how they can communicate with other classmates by joining and not to stress the reunion. Mike will summarize the first survey results and create an announcement for all to see. The surveys we have classmates complete should serve as a yardstick for what we’ve done and help us make informed decisions for the future. He will also send an email concerning this to all classmates who haven’t joined the website for whom we have email addresses.  
  
There’s a task on the table to periodically contact every classmate for good contact information. The website currently automatically emails each classmate if they haven’t updated their profile in more than 6 months asking them to keep their information current. Sometime this month (and probably every January), Mike will send an email to all classmates asking them to confirm their contact information and make updates as necessary.
  
4. Budget/funds update – Steve/Annette...  
A new final after-reunion budget will be posted soon for the class to see.
  
5. Survey discussion.  
The next survey will concentrate on Website and communication. We’ve had some good suggestions from Rick Campbell (content, graphics, ease of use, security of data, mobile phone friendliness), among others. Mike will make more of the questions with a numeric reply so the analysis of results is easier to understand. The first survey had too much text as replies.

The third and final survey will be about a Next Reunion and classmate meetings.

6. Website use and issues suggestions. Mike...

Mike has not begun to plan and implement the new “Responsive Design” format. The forums have been reporting very minor problems, but nothing that should keep us from implementing an improved environment. It should be a much better format, especially for smaller-screen devices. He will involve Carole, Nate, Don, Sandi, and Kathy as plans progress soon.

7. Old business.

**Announcements:** We discussed that it would be nice if classmates could post an announcement if they wanted to have an informal meeting, e.g., Southwestern classmates want a lunch at Clara’s. It is very easy for a classmate to request an announcement be posted on the homepage. Mike will put together some instructions so anyone can create their own announcement. In the meantime, Steve will create a new announcement about an informal gathering of BCCHS65 classmates to experiment with the process and perhaps get classmates together.

**Automated birthday card function.** The website didn’t offer a solution. Lorraine began to send birthday greetings in December. Jimmy Emory created a cool picture for the cards. The process is working pretty smoothly now. She’s requesting classmates to reply to the greeting, and thus far she’s isn’t getting many replies. Eliminating the attached “birthday picture” might get more classmates to read the entire email and then reply.

A question was asked: can the website support prescheduling email blasts? Mike didn’t find a way to do this on the website. Carole may have ways to do this. Mike will work with Carole on ways to accomplish this.

A question was asked: can the website support texting for announcements. Mike will investigate. We may ask a question in the next survey about whether this would be a desirable feature.

8. New business

There was no new business.

9. Next meeting/call – March 19, 2016 at 9 a.m.

10. Adjourn – at 10:08 a.m.

11. Website Statistics – count of classmates who have been online during last periods shown.

Date	5/18/15	7/11/15	8/8/15	8/22/15	9/2/15	9/27/15	10/1/15	11/13/15	01/12/16
24 hours		42	73	76	90	82	22	43	31
7 days		137	143	154	165	151	147	110	66
30 days	160	177	204	204	215	219	213	156	116

# BCCHS Class of 1965 Reunion Committee Meeting

9-10:15 AM, November 14, 2015

1. Introductions – who is at the meeting? .... Who is on the call?  
Local: Kathy Fuld, Steve Jessup, Annette Evans, Sandi Moffitt, Bill Ragla  
Remote: Martha Hoffman, Carole Terry, Kathleen Mills, Don vonChawes, Lorraine Bundy, Nate McNeal, Mike Doyle

2. Discussion of Reunion Weekend Events ANYTHING NEW FROM LAST TIME?

**Friday Ice-Breaker:** Kathy ... Nothing

**Saturday school tour:** Judith ... Nothing

**Saturday car show:** Nothing

**“Oh, What a Night...”** Saturday reunion mixer: Carole... The only thing discussed was the following: Lakeview class of 1965 had their reunion at the BCCC one week after ours. Some of the waitresses who worked our event also worked Lakeview’s. They commented that the BCCHS reunion was the best they’ve ever had. They said the Lakeview one was “boring.” **CONFIRMATION:** We’re STILL the BEST!

**Sunday brunch:** Steve... Nothing

**Sunday Golf outing:** Bill & Nate... Nothing

**Hospitality:** Martha... Nothing

**Memory Book report:** Kathy & Steve met with Rose about the book. It has gone to the printer and will be mailed to classmates about November 18. An announcement will be put on the website that extra copies are available of the memory book. The cover looks amazing. Everyone at the meeting thought the book turned out great. One slight improvement for the future would be to give every classmate and spouse a number and have all numbers report to have pictures taken. That way everyone present will be identified in the book.

3. Classmate search update. Lorraine & Bob. Still have 220 NOT JOINED.

We had only one new person join in the past 2 months.

We discussed an idea that Bob Eadler had, which is to make the results of the surveys available for viewing on the website to those who are not registered and/or send them a post card letting them know they can see the survey results if they are interested. The main reason would be to let them know how they can communicate with other classmates by joining and not to stress the reunion. Nothing was really decided on this. More discussion is probably needed.

We discussed trying to contact every registered classmate once or twice a year to be sure we still have good contact information for them. After some discussion, we settled on a very simple solution. Send an email at least once a year asking them to either: 1) confirm their contact information and return the email; or 2) click on the email and enter changes to their contact information.

4. Budget/funds update – Steve/Annette...

Annette reported that after paying all the bills from all reunion events, we have more in the account than before the reunion planning began. The balance is \$1,390.52. A new budget will be on the website soon.

5. Survey discussion

Survey number one has been available for more than a couple weeks now and more than 62 classmates have submitted their reply. Many classmates have indicated they seem to respond to getting email (survey reminder, announcements, new pictures, etc.). We need to encourage that kind of activity. This first survey will stay available until November 22. Shortly after that, the second survey will be announced and available.

The next survey will concentrate on Website and communication. We’ve had some good suggestions from Rick Campbell (content, graphics, ease of use, security of data, mobile phone friendliness), among others. The third and final survey will be about a Next Reunion and classmate meetings.

6. Website use and issues suggestions. Mike...

Nate had some comments about the next major change proposed for our website. The vendor will release a new "Responsive Design" soon. It will allow the website to dynamically change the display depending on the type of device being used and even whether the device is in portrait or landscape mode. It should be much more user-friendly and readable, especially when using smaller devices like smartphones. To help with rolling out a new design, Mike asked for volunteers to help with design and development questions. Those classmates volunteering are Carole, Nate, Don, and Kathy.

One significant website item is the reunion budget originally included a subscription renewal for the future. The website was renewed and is now paid through August 2027. That's correct; for more than 11 years!

7. New items.

Announcements: We discussed that it would be nice if classmates could post an announcement if they wanted to have an informal meeting, e.g., Southwestern classmates want a lunch at Clara's. It is very easy for a classmate to request an announcement be posted on the homepage. Mike will put together some instructions so anyone can create an announcement such as this.

A question was asked if there is an automated birthday card function. Mike will investigate, but thinks not. Lorraine said she would send e-cards to classmates if nothing can be done via the website.

Because classmates have stated that emails sent directly to them from BCCHS help keep interaction fresh, can the website support prescheduling email blasts? Mike will investigate and let Carole know. There are other ways to handle this if the website won't allow it.

A question was asked if the website supports texting for announcements. Mike will investigate. We may ask a question in the next survey about whether this would be a desirable feature.

A statement was made that an emcee would have provided some useful information to classmates at OWAN. Also, would any classmates be interested in taking a cruise with other classmates? Those could be good survey questions for survey #3 dealing with future reunions.

8. Next meeting/call – the group decided that quarterly meetings sound about right. The next meeting is tentatively scheduled for January 16, 2016 at 9 a.m.

9. Adjourn – meeting was adjourned at 10:15.



# BCCHS Class of 1965 Reunion Committee Meeting

9-10:45 AM, October 3, 2015

## Agenda/Meeting Notes:

1. Introductions – who is at the meeting? .... Who is on the call?  
Local: Carole Terry, Judy Cole, Kathy Fuld, Steve Jessup, Mike Doyle, Sandi Moffitt, Janet Edwards  
Remote: Martha Hoffman, Kathleen Mills, Don vonChawes, Lorraine Bundy,
2. Discussion of Reunion Weekend Events (#classmates registered)  
What was good; what was bad; what to improve; what to keep, etc.

### **Friday Ice-Breaker; (88).**

Various comments: great, A1, easy, got to touch base, got additional people to come, good connections, the balcony was nice and quiet.

Other comments: it got very crowded, it was very noisy, very dark and hard to see name tags.

Overall, we thought this would be an excellent place to have for another future event.

### **Saturday school tour; (66).**

Various comments: another classic, nostalgic, would do it again, the tour guides were excellent.

Other comments: next time it is likely to cost us. We were lucky this time that the alumni association picked up the fee. Someone wanted to see what the “old” part of the school looks like today.

### **Saturday car show, aka The Jackson Street Parking Lot Revisited;**

Martha seemed disappointed with the outcome. The weather threatened to bust this event to pieces. However, the showers and clouds passed, and “the band played on.” And Oh, What a Band it was. The Kalamazoo Avenue Band, a Blues Bros. tribute band, was wonderful and enjoyed by the couple dozen listeners and dancers.

### **“Oh, What a Night...” Saturday reunion mixer; (99).**

Various comments: we had problems with some name tags missing, thanks to many spouses for helping (Anthony, Lyn, and more), everything flowed well, this one was the BEST ever, need more time to visit.

Other comments: we needed additional tables added because not all tables were at maximum capacity, perhaps some pub height chairs would be nice, we needed the list at registration to be alphabetical, we needed an extra set of name tags, we had many drop-ins who weren't registered.

Summary: we based the event on 150; approximately 146 actually came.

### **Sunday brunch; (44).**

Various comments: very well organized, Clara's did great to reserve their main dining area for us, it was like we had our own venue, Bob Davidson commented that each event got better.

### **Sunday Golf outing;**

Few comments: a small number participated, but not much effort was expended.

**Hospitality;**

Various comments: this room was really needed for the reunion committee to relax and chill. Others found it a convenient meeting place before and between events.

**Miscellaneous;**

Various comments: questions about the Memory Book and Slide Show. Mike will contact Rose and put information on the website.

Having the reunion on a holiday weekend might be avoided in the future due to extra travel costs associated with airfares during prime times.

3. Classmate search update. Lorraine Bundy and Bob Eadler

Bob reported that he will continue to monitor obituaries and manage the “In Memory” pages. He will send a message to all registered classmates at the end of each year listing all classmates who were found during that year. He’ll also request classmates to find missing classmates.

Lorraine reported that as some of our classmates pass, there may be cases where it is difficult to determine that they are gone (obit not in local paper, spouse or relatives not able to notify us, etc.) Can we determine methods to avoid this situation? Does anyone have any ideas? We will include this topic in a future email blast.

4. Budget/funds update – Steve & Annette:

Annette is out of town. We don’t have current figures, but we estimate that we about broke even with the reunion expenses vs. income. We will publish the final budget when Annette returns and meets with Steve

5. Website use and issues, suggestions.

Statistics – count of classmates who have been online during last periods shown.

Date	24 hours	7 days	30 days
5/18/15			160
7/11/15	42	137	177
8/9/15	73	143	204
8/22/15	76	154	204
9/02/15	90	165	215
9/27/15	82	151	219
10/1/15	22	147	213

The home page currently is still devoted to the reunion events. It will be simplified in the near future. The future use of “announcements” will tend to declutter the homepage and make maintenance easier. And finding a past announcement is easier than finding a paragraph that was on the homepage in the past.

The website supports doing a survey, collecting and compiling results. A survey will be developed by the reunion committee and sent to all registered classmates in the near future.

Various topics were discussed to keep interest high with the website and keep classmates coming back so it doesn’t get stale. We will try to highlight various aspects periodically and perhaps do regular “lessons” to keep our classmates skilled in using the website features. It’ll be just like the old study hall!

In the next month or two, the website design may change considerably. A new feature called Responsive Design has been announced. If implemented, it will allow a much better viewing experience when using various devices like tablets, phones and even big screens. Stay tuned for more improvements.

6. Other items –

Timing for future reunions was discussed. This will be covered in the survey to be developed.

Reunions in other states were discussed. Florida has an established meeting of people from Battle Creek who meet in Lakeland, Florida around the time when the Detroit Tigers are there in training. This might be a potluck and people have to let someone know who is coming so they can find a place large enough and have enough tables set up. It used to be announced on WBCK 95.3 FM radio in Battle Creek.

Perhaps quarterly luncheons at Clara's on the River might be a good way to stay connected.

7. Next meeting will be November 14, 2015 at 9 a.m. same location with conference call in provided.

8. Adjourn – 10:45 AM

# BCCHS Class of 1965 Reunion Committee Meeting

9-10:18 AM, August 22, 2015

## Agenda/Meeting Notes:

1. Introductions – who is at the meeting? .... Who is on the call?
  - a. Local: Carole Terry, Judy Cole, Kathy Fuld and Steve Jessup
  - b. Remote: Martha Hoffman, Annette Evans, Kathleen Mills, Don vonChawes, Nate McNeal, Lorraine Bundy, Bill Ragla & Mike Doyle

2. Progress reports – (# of current classmates registered, # of current guests registered) as of 8/21 7:30 p.m.

**Friday Ice-Breaker;** (71, 29). Nothing new to report. Name tags will be hand written at the event.

**Saturday school tour;** (54, 23). Little new to report. We have a large group. They said they can handle it. We had a question about elevators and walker use for people with limited mobility. Judy provided us with some details that will be on the website soon. A reminder – be there by 9:45; enter the parking lot towards the river from BCCHS and enter the lot from McCamly street; cross at the pedestrian walkway.

**Saturday car show, aka The Jackson Street Parking Lot Revisited;** Martha reports this is turning into more of a “Martha’s summer bash” with little emphasis on the car show itself.

“**Oh, What a Night...**” Saturday reunion mixer; (82, 43).

Carole reported all is progressing well.

Name tags for this event will be created a few days before the event to include last minute registrations. Both classmate and guest will have a name tag.

The memory table is progressing fine.

**Sunday brunch;** (37, 15). Nothing new to report. Clara’s will be ready for our group. We can come and go as necessary.

**Sunday Golf outing;** Bill and Nate report interest has dwindled. Nate will have a four-some; Mary Dunham and husband and Carole’s husband are interested. Beginning tee times are 10:30 a.m.

3. Progress reports – **Hospitality.**

We will let people know that Martha has many souvenir items that had the reunion logo on them including T-shirts, mugs and pens, posters, etc. They will be for sale at the hospitality suite.

The continental breakfast at the hotel is planned for the reunion committee and any classmates who are registered at the hotel. It will be Saturday from 8 – 10 a.m. in the hospitality suite. Refreshments will be available in the hospitality suite throughout the day. Reunion information can be obtained by stopping by or calling the suite (a number which will be provided).

Mike will send the final Song suggestions to Carole for the DJ about September 1. Just a few more have come in since the large list he gave to Carole before.

We will prepare a **Reunion Packet** to include important information, such as phone number to call for updated information, times and places of events, how to order event photo/video products, other important contact

information, etc. This could be mailed prior to the events and available at events and/or host hotel.

4. Classmate search update. Lorraine Bundy and Bob Eadler continue to reach unregistered classmates. Please continue to encourage any non-registered to join the website.
5. Budget/funds update –  
Steve & Annette: budget and funds are doing fine. The updated budget is online on the Reunion Committee link.
6. Website use and issues suggestions.  
As of 8/22/15 9 a.m. we have 270 classmates joined; 236 not joined, which is 53% joined. We had 204 classmates who have been online in the last 30 days; 154 in the last 7 days; and 76 in the last 24 hours!! The largest numbers yet.

The home page will be simplified after the reunion is past. That will be a transition period into the next phase. The future use of “announcements” may tend to declutter the homepage and make maintenance easier. Also, finding past announcements is easier than finding “stories” that were on the homepage in the past.

A mass email to all classmates is scheduled for August 26. It will include a list of new OWAN registrants, a reminder to classmates who haven't mailed their check to Annette, a reminder to all classmates that it's not too late to register for any event (or even come without registering!), and a review of OWAN dress code suggestion.

7. New items.  
Nothing.
8. Next meeting/call – NONE
9. Adjourn – 10:00 AM

# BCCHS Class of 1965 Reunion Committee Meeting

9-10:18 AM, August 8, 2015

## Agenda/Meeting Notes:

1. Introductions – who is at the meeting? .... Who is on the call?
  - a. Local: Martha Hoffman, Annette Evans, Kathy Fuld and Steve Jessup
  - b. Remote: Carole Terry, Doug Deaton, Kathleen Mills, Karen Tedrow, Don vonChawes, Nate McNeal, Lorraine Bundy, Bill Ragla & Mike Doyle
2. Progress reports – (# of current classmates registered, # of current guests registered) as of 8/9 5 p.m.  
**Friday Ice-Breaker;** (58, 26). Nothing new to report. Name tags will be hand written at the event.

**Saturday school tour;** (46, 22). Nothing new to report. We have so many that it might be desirable to split into two groups if possible.

**Saturday car show;** Martha has a Blues Bros. group lined up for music.

**“Oh, What a Night...”** Saturday reunion mixer; (69, 36).

Carole reported all is progressing well. We decided to document the proper attire (casual and comfortable ) on the website and in the next email blasts.

Name tags for this event will be created a few days before the event to include last minute registrations. Both classmate and guest will have a name tag.

Doug has some historical music from Central Band Follies and concerts that he may try to convert for the DJ to play.

We discussed a memory table to honor deceased classmates. Lorraine is in charge of making the arrangements such as: photo albums, flowers and/or candles, etc.

**Sunday brunch;** (30, 15). Nothing new to report. Clara’s is still the primary place, but groups may decide to go elsewhere informally.

**Sunday Golf outing;** (about a dozen or more). Bill will be getting some potential tee times for us to publish in the email blasts. Bev Thorpe offered a few sets of golf clubs that classmates may borrow.

3. Progress reports – **Hospitality.**  
Martha has many souvenir items that had the reunion logo on them including T-shirts, mugs and pens, posters, etc. They will be for sale at the hospitality suite. Some may also be used for prizes at events for various criteria (e.g., most grandchildren, farthest travelled, etc.)

Martha needs some help with creating a support to stabilize the stretch limo cardboard facade.

A breakfast buffet at the hotel is planned for the reunion committee and any classmates who are registered at the hotel. It will be Saturday from 8 – 10 a.m. Refreshments will be available in the hospitality suite throughout the day. Reunion information can be obtained by stopping by or calling the suite (a number which will be provided at a later date).

Mike will send the final Song suggestions to Carole for the DJ about September 1.

We will prepare a **Reunion Packet** to include important information, such as phone number to call for updated information, times and places of events, how to order event photo/video products, other important contact information, etc. This could be mailed prior to the events and available at events and/or host hotel.

We published information about pre-sales of the Memory Book and Slide Show on the website so classmates can buy items in advance.

4. Classmate search update. Lorraine Bundy and Bob Eadler continue to reach unregistered classmates. Please continue to encourage any non-registered to join the website.
5. Budget/funds update –  
Steve & Annette met recently. The records are complete. The updated budget is online on the Reunion Committee link.
6. Website use and issues suggestions.  
As of 8/9/15 7 p.m. we have 265 classmates joined; 241 not joined, which is 52.4% joined. We had 204 classmates who have been online in the last 30 days; 143 in the last 7 days; and 73 in the last 24 hours!!

A few committee members think the home page is too busy. Mike will work with them to get some specific input and update the parts in need.

A mass email to all classmates is scheduled for August 12. It will include a list of new OWAN registrants, a reminder to classmates who haven't mailed their check to Annette, a reminder to classmates interested in the golf event, and a review of OWAN dress code suggestion.

7. New items.  
We will try again to put an announcement of our reunion events in the local newspaper.  
Lorraine will create an "In Memory" memorial display and we will have an acknowledgement of our passed classmates at the Saturday evening event.
8. Next meeting/call – August 22, 2015, 9 AM EDT
9. Adjourn – 10:11 AM

# BCCHS Class of 1965 Reunion Committee Meeting

9-10:18 AM, July 11, 2015

## Agenda/Meeting Notes:

1. Introductions – who is at the meeting? .... Who is on the call?
  - a. Local: Carole Terry, Linda Sheffield, Pat Haley and Steve Jessup
  - b. Remote: Martha Hoffman, Kathleen Mills, Karen Tedrow, Lorraine Bundy, & Mike Doyle
2. Progress reports – (# of current classmates registered, # of current guests registered)

**Friday Ice-Breaker;** (38, 16). Nothing new to report.

**Saturday school tour;** (29, 14). Nothing new to report. We have met the minimum person requirement to hold the tour.

**“Oh, What a Night...”** Saturday reunion mixer; (42, 22).

Carole reported that we will have full access and service out on the Country Club patio the night of the reunion. We discussed the proper attire. It was decided that casual and comfortable is proper. Some may decide to dress up and that's fine, but it's not a formal affair.

**Sunday brunch;** (19, 10). Nothing new to report. Clara's is still the primary place, but groups may decide to go elsewhere informally.

**Sunday Golf outing;** (3-6, ?). Nothing new to report. Bill had reported that he was getting nobody contacting him. However several people mentioned during the call that they had some interest.

3. Progress reports – **Hospitality.**

Martha and Linda had several souvenir items that had the reunion logo on them including T-shirts, mugs and pens. They will be for sale at the hospitality suite. Some will also be used for prizes at events for various criteria (e.g., most grandchildren, farthest travelled, etc.)

Holiday Inn will help organize a car show in their parking lot Saturday afternoon.

A breakfast at the hotel is planned for the reunion committee and first 10 classmates who register at the hotel. It will be Saturday from 8:30 – 10:30 a.m. Refreshments will be available in the hospitality suite throughout the day. Reunion information can be obtained by stopping by or calling the suite (a number which will be provided at a later date).

Mike will send the final Song suggestions to Carole for the DJ about September 1.

We need a **Reunion Packet** prepared to include important information, such as phone number to call for updated information, times and places of events, how to order event photo/video products, other important contact information, etc. This could be mailed prior to the events and available at events or hotel.

We have 4 or 5 female classmates who volunteered to host a hospitality check-in table for the Friday and Saturday



evening events. WE NEED SOME MALES from our class! If you are interested, please contact Linda Sheffield Hanna (through the website or post a comment on her profile).

Pat Haley is working with Rose Hendershop on videos and photos of our event(s). We will publish information about pre-sales so classmates can buy items in advance. We'll try to put a sample of previous video from Rose on the website to entice interest.

4. Classmate search update. Lorraine Bundy and Bob Eadler have really been working hard on outreach to unregistered classmates. They are really making a difference.  
For everyone on the committee, please look at the "Non-registered Classmates" list and pick one person who you would like to see at the reunion. Then ask Lorraine or Bob for contact information and call, email or write to them. Mike will include a plea in the next email blast on July 15 with a similar request.
5. Budget/funds update –  
Steve & Annette met last week to "balance the books." Everything looks fine with no real financial problems to report.
6. Website use and issues suggestions.  
There had been occasional problems with the payment process with PayPal vs. credit cards, but all seems to be OK now.  
  
As of this morning we have 238 classmates joined; 286 not joined, which is 45.4% joined. Let's see if we can get at least 50% joined by reunion time. We had 177 classmates who have been online in the last 30 days; 137 in the last 7 days; and 42 in the last 24 hours!!  
  
The committee thought a photo gallery for family, children, and pets might be popular. An initial collection will be posted soon to begin the process.  
  
A mass email to all classmates is scheduled for July 15. It will include the lost classmates list with instructions to contact Lorraine or Bob, and who is registered for various events.
7. New items.  
We will try again to put an announcement of our reunion events in the local newspaper.  
Lorraine will create an "In Memory" memorial display and we will have an acknowledgement of our passed classmates at the Saturday evening event.
8. Next meeting/call – August 8, 2015, 9 AM EDT
9. Adjourn – 10:18 AM

# BCCHS Class of 1965 Reunion Committee Meeting

9:00-11:00 AM, June 6, 2015

## Agenda/Meeting Notes:

1. Introductions – who is at the meeting? .... Who is on the call?
  - a. Judith Cole, Carole Terry, Martha Hoffman, Mike Doyle and Steve Jessup in person
  - b. Bill Ragla, Nate McNeal, Kathleen Mills, Don von Chawes, and Lorraine Bundy called in
  
2. Progress reports –  
Nothing new to report on the following events: Friday Ice-Breaker, Saturday school tour, “Oh, What a Night” Saturday reunion mixer, and Sunday brunch.
  
3. Progress reports – Sunday Golf outing. Bill and Nate reported some difficulty with the description of the event and the signup and payment process. It was decided to remove the signup ability from the website since Bill and Nate want to process the signups manually. The online description has been improved to make it clearer.
  
4. Progress reports – Hospitality. Martha had lots to report. She reserved a block of rooms at the Holiday Inn; details are on the website. This will be the “host hotel” and a hospitality suite will be available for classmates to hang after hours. The hotel will offer a free buffet breakfast and buffet lunch available on Friday and Saturday in the hospitality suite for classmates to attend. Some items being considered for the Saturday evening event; balloons have been dropped; enlarged yearbook photos; instead of a photo booth, there will be some BCCHS backdrops to have pictures taken with; we will encourage classmates who take photos to send them to a collection point to be posted (or classmates can post their own if the like)  
Since we already started the process of asking people for song names for a playlist for the DJ, we added a link on the website for anyone to suggest song names for the playlist at any time.  
The “update system” was discussed again. It would be a phone number that can be called with any event announcements or corrections during the weekend. We might either rent a disposable phone to record any message or use a phone line at the host hotel with an answering machine.  
Martha brought 2 kinds of name tags that might be used at the events. One had a clip; the other, a magnet. The website system can easily generate nametags in various fashions that seemed to be acceptable to the group. The names need to be larger than the sample and that’s no problem. Some of the yearbook pictures might need to be rescanned for better clarity. Nametags would be desirable at the Friday p.m. event; a necessity at the Saturday p.m. event.  
Martha would like to invite classmates to host the hospitality check-in table for the Saturday evening event. If you are interested, please contact Martha (through the website or post a comment on her profile).
  
5. Making a video or photographs during the reunion events. The company, Raines Video Productions, has not tried to contact us for follow-up since they were notified to contact Mike for proceeding with the effort. Hence, we’re probably dropping them.  
Several months ago, Carole was contacted by Rose Hendershop from Hastings about photographing our events and creating a Memory Book for our reunion. The only charge is to those classmates who choose to purchase a book. The class of 1964 actually pre-sold the Memory Book and mailed them to classmates who bought them this way. The other way is for Rose to handle all the purchasing and mailing. A price wasn’t discussed. Do we know if Rose also does a video or DVD comparable to what Raines Video Productions might do? The group thought we should go with Rose as our photographer/videographer. Rose told Carole in March that she would be happy to attend a committee meeting and show us some of her books and discuss what she can do for us. Should we invite her to a meeting to pin this down?

6. Classmate search update. Lorraine Bundy and Bob Eadler have been very hard at work recently. Lorraine has been using a special website to dig deeper for contact information. She mailed information to nearly 50 addresses this past weekend trying to get new registrations.  
We ought to intensify efforts to contact those classmates again who were called, but just a voice mail message was left.
7. Website use and issues suggestions. We have had a few instances of the "50 Year Reunion" link disappearing from the site. That makes it very difficult for classmates to register for events. Mike will let the website company know this problem is happening and seek to resolve the problem. And there have been occasional problems with the payment process with PayPal vs. credit cards. Mike will try to document the process better to avoid this confusion.
8. New ideas – We discussed it is probably a good time to be sending a mass email to all classmates every other week with timely topics concerning the reunion and website. If you have ideas of topics to cover, please email Mike with your idea and we'll make a schedule of topics and get a story written for it.
9. Next meeting/call – July 11, 2015, 9:00 AM EDT
10. Other items – none
11. Adjourn – 10:00 AM

# BCCHS Class of 1965 Reunion Committee Meeting

9:00-11:00 AM, May 16, 2015

## Agenda/Meeting Notes:

1. Introductions – who is at the meeting? .... Who is on the call?
  - a. Judith Cole, Kathy Fuld, Carole Terry (with husband Howard) and Steve Jessup in person
  - b. Bill Ragla, Nate McNeal, Martha Hoffman, Kathleen Mills, Don von Chawes, Lorraine Bundy and Mike Doyle called in
2. Progress reports – Friday Ice-Breaker. Kathy reported that this event is still set and no update at this time. Time of the event is confirmed as 7 – 11 p.m. for the upstairs usage.
3. Progress reports – Saturday school tour. Judy reported that this event is still set and no changes. We must have a minimum of 20 to conduct the tour and they need to be there by 9:45 a.m. Judy will try to get a picture of the “Class of 65” brick once it’s installed at BCCHS to put on the website.
4. Progress reports – Saturday reunion mixer. Carole filed a thorough report that this event is still set. The final price is \$38 per person. It will include heavy hors d’oeuvres including several food stations. There will be a cash bar. There is a \$500 room fee. We have a discounted price on a DJ. During the online registration, we will collect song titles to help compose a playlist for the DJ.

We discussed having a video made during the evening event. A company, Raines Video Productions, will create a video and make it available for \$29.95 (plus about \$4 shipping) to anyone who wants to order it. Kathy Fuld has viewed the sample from the class of 1963 and it looks well done. We will ask the company if we might post a sample selection on our website for classmates to know more about what they’re buying before making a payment. All payment and shipping will be external to the reunion account. After a short discussion, “Oh, What a Night...” was decided on for the theme.
5. Progress reports – Sunday Brunch. Steve reported there are a couple options. Clara’s on the River is probably the preferred option. They can host a brunch from 10 a.m. – 3 p.m. Martha will check with the host hotel to see if they might offer a brunch option as an alternative or instead of Clara’s.
6. Progress reports – Sunday Golf outing. Bill reported this is pretty well set. The venue is Riverside Golf Course. Plans for a tee off time of 10:30, 4-man scramble, \$37 per participant for 18 holes and cart with more details to come. Bill and Nate will serve as coordinators via email for anyone interested in this event. Payment will be made at the golf course external to the reunion account.
7. Progress reports – Hospitality. Martha has lots to report. She is requesting a block of rooms at the Holiday Inn, 12812 Harper Village Drive (just SE of the intersection of I-94 and I-194/Michigan 66). Details will be posted on the website. This will be the “host hotel” and a hospitality suite will be available for classmates to hang after hours. Some items being considered for the Saturday evening event are table flowers, balloons, yearbook photos, a photo booth, giveaways (most grandchildren, furthest traveled, etc.), provide DJ with favorite sayings from 1965 (Strut the gut, etc.). Martha would like to develop a keepsake picture/photo album/memento available after the event. (a cost was not discussed.)

It would be desirable to have a phone number that can be called with any event announcements or corrections during the weekend. We might either rent a disposable phone to record any message or use a phone line at the host hotel with an answering machine.

We need name tags with yearbook pictures on them. Sticky tags and tags with pins are undesirable to some people. Lanyards may be too expensive. Martha has a way to get nametags generated for free. She will work with Mike to see that the website software can do vs. her own options. Nametags would be desirable at the Friday p.m. event; a

necessity at the Saturday p.m. event.

8. Classmate search update. Lorraine Bundy, Bob Eadler and Suzie Haughey (and others) have gotten many more classmates to join. Just in the last 30 days, we have 158 classmates who have been online. We will be blasting an email to all registered classmates with some encouraging words from Lorraine to contact as many friends as possible and get them to join the website.  
Lorraine says, "Swing it to the left, Swing it to the right, Stand up, Sit Down, Get on our Site."
9. Budget and pricing update. Steve reported that there were no budget changes and the plan was still on track. Mike reported that the PayPal account has been linked to our website and should be ready to accept reservations and other payments or donations.
10. Website use and issues suggestions. Mike reviewed some of the website changes: photo gallery for all to contribute, the non-registered vs. lost classmates pages, and the Reunion Committee page.
11. New outreach ideas – Mike will be doing a mass emailing in the next couple days to encourage more outreach to new classmates, a review of webpage updates, an announcement of the opening of the official reunion registration, and the minutes of today's meeting.
12. Next meeting/call – June 6, 2015, 9:00 AM EDT
13. Other items – none
14. Adjourn – 11:00 AM

# BCCHS Class of 1965 Reunion Committee Meeting

9:00-10:00 AM, April 18, 2015

## Agenda/Meeting Notes:

1. Introductions – who is at the meeting? .... Who is on the call?
  - a. Annette Evans, Judith Cole, and Steve Jessup in person
  - b. Bill Ragla, Martha Hoffman, Kathleen Mills, Don von Chawes, and Lorraine Bundy called in
2. Progress reports – Events – Friday Ice-Breaker – Kathy filed a report that this event is set and no update at this time.
3. Progress reports – Events – Saturday school tour – Judy reported that this event is also set. The “class of 1965” brick on the wall at alumnae center has been ordered.
4. Progress reports – Events – Saturday reunion mixer – Carole filed a report that this event is also set and except for hospitality team preparation, no update.
5. Progress reports – Events – Sunday Brunch – Steve will be coordinating with hospitality team to communicate brunch options.
6. Progress reports – Events – Sunday Golf outing – Bill did get confirmation of the Riverside venue for Sunday AM (plans for a tee off time of 10:30, 4-man scramble, \$37 per participant for 18 holes and cart) more details to come. Bill will report to Mike with text for website promo and sign-up page.
7. Progress reports – Events – "hospitality"? - Martha has started recruiting a great team and will be creating ideas and a budget for this aspect of the weekend. She plans to provide a hospitality suite at a hotel (perhaps the Holiday Inn) to use as a base of operations and to get guaranteed rates for out-of-towners who need accommodations. She expects to develop name tags and recruit for a welcome desk staffing, and decorations, etc., for the Saturday event. Martha will be reporting details of plans and team member names, etc., to Mike for website publications.
8. Classmate search – update – Everyone expressed pleasure at the amount of connectivity achieved to date. There is a commitment to continue outreach and our super searchers (Lorraine Thurber, Suzie Haughey, Bob Eadler, and Mike Doyle) seem indomitable in their pursuit of classmates.
9. Budget and pricing update – Steve reported that there were no budget changes and the plan was still on track. Annette has opened a checking account and a PayPal account which Mike will be linking to our website to accept reservations and other payments.
10. Website use and issues suggestions – Mike could not participate in the call but sent a report and asked for input. Some issues have been reported with site performance though it seemed better the day of the meeting. Hopefully this will continue to improve and Mike is tracking it. Everyone agreed that the site has been well received and is being used more than we had expected by those who have registered.
11. New outreach ideas – We still want to get more classmates to register but there is a sense that we may have reached most of the class somehow and that gradual continual use will increase.
  - a. It was suggested that we use the site to do broadcast mailings at least once a month to keep registrants reminded of the reunion and to encourage continued organic outreach to non-registered classmates.
  - b. It also may be a time to rebrand the web-page and start one or more gallery pages for photos, and a separate, but public, page for committee communications.
  - c. Perhaps streamline the home page and remove (or move) some of the interesting but not BCCHS specific content.
  - d. Also, if possible, distinguishing between classmate categories as: registered, found but not registered, and really not found. This is apparently still confusing to searchers.
12. Next meeting/call – May 16, 2015, 9:00 AM EDT
13. Other items – none
14. Adjourn – 10:00 AM

# Battle Creek Central Class of 1965 Reunion Team

## Meeting Minutes

Saturday, March 14, 2015 9:00 AM EDT

**Attendees: In person:** Steve Jessup, Kathy Fuld (Ward), Judy Cole (Williamson)

**Attendees: By phone:** Kathy Mills (Brunk), Bill Ragla, Lorraine Bundy (Thurber-Fernlund), Nate McNeal, Don von Chawes, Doug Deaton, Mike Doyle

### Events:

1. Kathy reported progress for The Cricket Club; Friday evening likely 7 – 11pm September 4, welcome mixer. The deposit was sent and received. All is good with this event. See website for event details.
2. Judy reported progress for the free guided tour of the high school building 10-noon Saturday, September 5. We need a minimum of 20 to have the tour. We'll get RSVPs through the website for an approximate count, but signup possibly won't be required. The exact address and entrance details will be on the website when the final details are published soon. Noted is that all people wishing to take the tour must be at the entrance at McCamly and W. Van Buren streets between 9:45 a.m. and 10 a.m. The doors will be locked at 10 a.m. sharp. Parking is available across Van Buren. See website for all final event details.  
Judy reported a new item. BCC has an alumni wall of bricks. There are various sized bricks available for purchase starting at \$50 for a 4 x 8-inch brick. Several classes have already purchased bricks, but not the class of 1965. It was decided to buy a brick for the class; it should be finished and installed by the time of our tour. Steve is mailing a flyer with details to Mike who will post instructions on the website for individuals wishing to purchase individual bricks.
3. Carole is making plans for twin grandkids arriving in July. She emailed a report to Steve and Mike, who reported the DJ, EJ Etheridge, needs a \$100 retainer, with a remaining balance of \$400. Steve will have Annette mail this. Nate added he would like to see some Motown included in the music selection and there was much agreement. The BC Country Club needs a \$500 retainer to be credited to the final bill. She was supposed to have the menu by today, but doesn't have it. She will forward it for final approval when she gets it. The cost per person remains at \$35 for heavy hors d'oeuvres. There will be a cash bar.
4. Steve reported on the "Farewell Brunch" for non-golfers for Sunday morning Sept 6. He is still thinking of various options. There will most likely not be signup or RSVP for this item; just a casual attendance.
5. Bill reported on the golf outing plan expected for Sunday morning Sept 6. He has called Chris Voeke of Riverside Golf Club and Banquet Center a couple times, but not made contact. Bill, Jackie and Nate are thinking about a 9 or 18 hole scramble, which will be around \$37 for 18 holes with cart. It has been penciled in the schedule.
6. A hospitality committee has been recommended. Martha Hoffman emailed that she would be interested in working on this. A hospitality suite was a big success 10 years ago. A hotel room was rented; kept some refreshments around; classmates stopped by "after hours" just to have a place to chill and it became a focal point to assist reunion goes in many different ways. Other items might include event decorations, hotel info and logistics, meet and greet coordination at the main event, etc. Martha said she might ask Martha Lou Knight to assist (and also ask her to register for the website!). And a comment was made that we should have nice name tags for the main event. There was a discussion about having door prizes at the main event. Some concerns were expressed about requiring a gambling license to legally do this. Nothing was decided.

### Outreach: (some teams are doing GREAT; others may need some help)

1. Junior High teams continue to make progress reaching out and contacting classmates:
  - a. SE- Mike, Harry Schill, Suzy Haughey. They are perhaps half done with the list.
  - b. NW- Carole, Arnie, Suzi, Dave McCleary. It's unclear how much progress has been made. Mike and Carole sent emails to this team for a progress report, but nobody replied. Lorraine began helping with the NW team and is making some progress.

- c. SW- Karen, Sharon, Annette, Kathy M. Steve reported that Karen is doing well on this list. And Kathy has provided much input.
  - d. WK- Bill, Don, Nate. They completed contacting their classmates as far as possible.  
We need to keep chipping away on these lists.
2. Mike will beef-up the website homepage with encouragement to get everyone to contact the missing or non-registered classmates. We now sit at 182 classmates joined; by month: 23 in December; 34 in February.

**Budget Items:**

1. Steve reported on the budget. Overall, we seem to be in good shape. Much of the final outcome depends on how many classmates register for the Saturday main event.
2. A new budget-like item is the discussion of collecting money to be used for a scholarship from the BCCHS class of 1965 to a senior at Central. Many people liked this idea. There are various ways to fund the scholarship: use a portion of the Main event cost; ask for a separate donation; just left over budget money, etc.

**Website Items:**

1. We have registered close to a dozen classmates as “snail mail only” and when we have an important communication to send, we’ll mail them the information. We’re forcing it to do something unique, so it will entail some extra steps on our part.
2. Mike reminded the group about the User Forums, which doesn’t seem to have much interest. Also, reminded them to use the “What New” page to catch up on changes to people’s profile pages.
3. It was suggested to include on the homepage instructions on how a classmate might donate to the BCCHS reunion. We have already received a generous donation and others may wish to contribute. These donations will go towards website expenses and reunion details. The website will be changed soon.

If you see any corrections to these minutes, please let me know.

You may download a PDF version of these minutes by going to this link:

<https://dl.dropboxusercontent.com/u/8324990/BCCHS20150314.pdf>

**Next Meeting:**

**Saturday, April 18, 2015, 9:00 AM EDT**

**same location with call-in instructions to be provided.**



## Battle Creek Central Class of 1965 Reunion Team –

### Meeting Minutes –

9:00 AM EDT Saturday, February 21, 2015

**Attendees: In person:** Steve Jessup, Kathy Fuld (Ward), Bill Ragla, Judy Cole (Williamson)

**Attendees: By phone:** Jackie Blackmar (Stults), Lorraine Bundy (Thurber-Fernlund), Nate McNeal, Mike Doyle

#### Events:

1. Kathy reported progress for The Cricket Club; Friday evening likely 7 – 11pm September 4, welcome mixer. Downtown venue, reserve upper floor (barrier-free access) drinks and snacks available from menu as desired. No cover fee and so no cost to attend. She is waiting for a final room deposit quote from her nephew, the manager. He needs to get that information from his boss.  
There is a nice balcony overlooking the streets, a beautiful bar, an elevator, and NO smoking.  
It will be open to “friends of the class,” other classes or folks from other area schools.
2. Judy has arranged for a tour of the high school building 10-noon Saturday, September 5. This is, of course, free. It will consist of a guided tour by the Alumni Association. It’s been seen in the Shopper; but nothing so far in the Enquirer.
3. Carole is vacationing in Florida. She gave a report to Mike, who reported the DJ will be \$500; his normal fee is \$800. He needs a \$100 check to secure his services. As of 1/22, the BC Country Club was confirmed as the venue on Saturday evening Sept 5, with DJ, heavy appetizers and cash bar. Cost is likely to be \$35-40 per person, but she will do her best to get it lowered.
4. “Farewell Brunch” for non-golfers for Sunday morning Sept 6, perhaps at Clara’s or some other venue that is already set up for brunch. Sharon Tedrow is unable to work on the reunion committee anymore because of activities involving selling her house. Steve will work on this project.
5. Bill reported not much has changed. He and Nate are nailing down golf outing plan. They expect the outing to start on Sunday morning Sept 6. They are working with Chris Voeke of Riverside Golf Club and Banquet Center. Jackie will call Dave Dell from there to investigate alternative plans. It was discussed that it would be good to send out an email blast to see how many classmates might be interested in the golf event.
6. Lorraine suggested that a talent show might be an exciting idea since BCCHS65 had so many talented people. Several people added supporting comments. The talent show and a karaoke could be great at the Friday night opening event.

#### Outreach: (some teams are doing GREAT; others may need some help)

1. Junior High teams continue to make progress reaching out and contacting classmates:
  - a. SE- Mike, Harry Schill, Suzy Haughey. They are perhaps half done with the list.
  - b. NW- Carole, Arnie, Suzi, Dave McCleary. It’s unclear how much progress has been made. Mike will contact this team to get a progress report. Lorraine volunteered to help with the NW team.
  - c. SW- Karen, Sharon, Annette, Kathy M. No results have been reported to Mike yet. Steve will see what’s happening with this group.
  - d. WK- Bill, Don, Nate. They have completed contacting their classmates as far as possible.
  - e. About 72 non-Jr-high affiliated classmates – Bob Eadler. Bob finished his list and found lots of updated information.  
We need to keep chipping away on these lists.
2. Mike sent a list of available addresses for classmates who have yet to register. Steve mailed a letter to more than 550 addresses asking them to register or at least call or write (to Mike or Annette). There were about 73 letters returned because of an undeliverable address or couldn’t be forwarded. Fairly soon after these letters were mailed, we had a flurry of new classmates join the website.

**Budget Items:**

1. We discussed some aspects from the sample Reunion budget with figures from the 2000 reunion. Many items are different this time around. Steve will work on this item for the next meeting. We discussed the cost to attend the Saturday evening main event. In 2000, it was \$50 and \$30 (classmate and guest, respectively). Perhaps we should charge \$50 per person (classmate or guest) to keep it simpler and there is no real difference in our actual cost for a classmate or guest. Another suggestion was to offer a small discount for early payment; e.g. \$40 pp early payment; \$50 pp during the last month.
2. We charged for memory books in the past. The general feeling is that the website serves as a real-time and live memory book, so probably an actual printed book isn't necessary. Mike will see about whether the website program can generate a virtual memory book that can be viewed by anyone through the website. Any classmate, even if they are using the "snailmail" registration, could have their son/daughter/grandkid/friend/classmate go to the website and download a copy of the memory book and print it locally. It would be a point-in-time look at the classmate profiles.

**Website Items:**

1. We have developed a method to allow classmates who wish to join the website, but don't have a computer or email address, to be "members." We will register them as "snail mail only" and when we have an important communication to send, we'll mail them the information. The system we are using doesn't really support this, so we're forcing it to do something unique. And it will entail some extra steps on our part. Mike will send more information to all the Reunion committee members so they are more familiar with this process when talking to classmates new to the website.
2. There is some interest in having a copy of the Paean online for viewing. Mike will investigate this.
3. There is a feature available for the website to define all the Reunion events, with times, places, cost, maps, etc. It would allow people to RSVP and indicate number of people attending. We could accept payment online using either credit card or PayPal. The option of sending a check is also supported. This was highly recommended by the group. Mike will share ideas with the group.

**Next Meeting:**

**9:00 AM EDT Saturday, March, 14, 2015 same location with call-in instructions to be provided.**

## Battle Creek Central Class of 1965 Reunion Team –

### Meeting Minutes –

9:00 AM EDT Saturday, January 17, 2015

**Attendees: In person:** Steve Jessup, Annette Evans, Kathy Fuld (Ward), Suzi Lambeth (Kellay), Bill Ragla, Don von Chawes, Judy Cole (Williamson)

**Attendees: By phone:** Mike Doyle, Bob Eadler, Carole Terry (Morgan), Nate McNeal, Fred Gibby, Kathy Mills (Brunk), Karen Tedrow (Seirks).

#### Events:

1. Kathy reported progress in booking The Cricket Club for a Friday evening, September 4, welcome mixer. Downtown venue, reserve upper floor (barrier free access) drinks and snacks available from menu as desired. No cover fee and so no cost to attend .... if you don't want to eat or drink. Small room deposit cost to committee. S/B confirmed soon. Open to "friends of the class", other classes or folks from other area schools.
2. Carole reported progress in booking Battle Creek Country Club (good venue and great price), hopefully to be confirmed within a few days. Still planning evening event for Saturday Sept 5, with DJ, heavy appetizers and cash bar. Cost yet to be determined (possibly in the \$20-25 range). Several alternative venues have been explored but hoping to get BCCC. NOTE: as of 1/22, BCCC has been confirmed as the venue.
3. Bill and Nate scheduled a call to nail down golf outing plan soon; still checking out several courses availability, etc. They expect the outing to start on Sunday morning Sept 6. More on this next meeting.
4. Judy has arranged for a tour of the high school building Saturday Sept 5 10:00-12 noon. This is, of course, free. Contact person at BCCHS is Allen Fleming 269-578-6525.
5. "Farewell Brunch" for non-golfers proposed for Sunday morning Sept 6, perhaps at Clara's or some other venue that is already set up for brunch. Sharon Tedrow is investigating (someone needs to tell her ☺).

#### Outreach: (teams are doing GREAT; keep it up!)

1. Junior High teams continue to make progress reaching out and contacting classmates:
  - a. SE- Mike, Harry Schill, Kathy F.
  - b. NW- Carole, Arnie, Suzi, Dave McCleary
  - c. SW- Karen, Sharon, Annette, Kathy M.
  - d. WK- Bill, Don, Nate
  - e. About 72 Non Jr high affiliated classmates – Bob Eadler
2. Mike is preparing a list of available addresses for classmates who have yet to register. Steve will mail a letter to them at the list addresses asking them to register or at least call or write (to Mike or Annette).
3. Judy has agreed to put a reunion notice in the Enquirer and also the BC Shopper.
4. Everyone agreed that we should soon send out a questioner to get feedback and support for the ideas being developed. Work on this next meeting.

**Website Items:**

1. Mike created a User Forum for each junior high school and will send an email to encourage and explain their usage.
2. Mike sent an email to all classmates who have joined the website explaining the “What’s New” feature, the “Missing Classmates” page, and the “Notify Me” link and a reminder to keep their profile information current.
3. We have developed a method to allow classmates who wish to join the website, but don’t have a computer or email address, to be “members.” We will register them as “snail mail only” and when we have an important communication to send, we’ll mail them the information. The system we are using doesn’t really support this, so we’re forcing it to do something unique. And it will entail some extra steps on our part.

**Next Meeting:**

**9:00 AM EDT Saturday, February, 21, 2015 same location with call-in instructions to be provided.**

## Battle Creek Central Class of 1965 Reunion Team –

### Meeting Minutes –

9:00 AM EDT Saturday, December 06, 2014

**Attendees: In person:** not recorded.

**Attendees: By phone:** not recorded.

#### Events:

1. Carole seems to have things well in hand according to her email. Here are some other items I wrote down.
2. Judy Cole will investigate BCCHS school tours and inviting teachers to our events. (oops, I see Carole has that)
3. Karen will help Bill and Nate with the golf.
4. There was some discussion about the Cricket Club, but I'm not sure what or if it was important.
5. Mike will still plan on creating a survey that will be distributed from the BCCHS65 website. He still needs to learn how to do it. He'll finish developing the questions and have them reviewed by this group before publishing the survey. Target date is about Dec 18. Another item for the survey is whether there's a desire to have available a hardcover souvenir book from the Reunion. It seems like at the very least, a PDF version should be available for downloading from the website.
6. We should publicize our reunion events in the newspaper.

#### Outreach:

1. Karen is meeting with Georgia to get her SW yearbook and will get the list to Mike by December 15.
2. Along with Carole's list from NW, that will complete the input required for Mike to consolidate a semi-final list. He will send the 4 teams a list of classmates from their JR high and include any people not claimed for one final verification. Perhaps the unclaimed classmates went to a JR high elsewhere.
3. Steve now has a list of 346 classmates who haven't joined the website, do not have email, but do have an address recorded in our file. He will work on contacting those people through snail mail. Roughly 142 of these have a phone number in our file, but who knows if it's current. They could be called if desired.
4. Mike will continue to blast email to classmates who have joined about monthly encouraging them to reach out to classmates who haven't joined.
5. There are about 100 classmates on the classmates.com website who have not joined the BCCHS65.org website. Mike sent emails to them before, but will do it again with more emphasis on the benefits of joining.

**Other Items:**

4. When any of you discover new phone numbers or addresses for classmates, be sure to pass that information to Steve, Mike and/or Bob for them to update the website information. Even if that person doesn't join, at least we'll have contact information for the future.
5. Also, if a classmate is contacted and doesn't wish to join, doesn't wish to be contacted again, or any other significant item worth recording, let us know and we can make notes in the "administrator notes" so we know for the future.

**Next Meeting:**

**9:00 AM EDT Saturday, January, 17, 2015 same location with call-in instructions to be provided.**