

ERC Meeting Minutes
October 6, 2004

ATTENDEES: Roxanne Angell, Rachel Beard, Heidi Bokesch, Liz Borrer, Kathy Breeze, Tammy Eyler, Amy Huter-Imming, Mike Selby, Carol Tobias, JT Moore

Chocolate chip cookies were served by Liz Borrer....for those of you that did not attend you missed the best cookies ever!!!!

The meeting was brought to order at approximately 12:00 p.m.

A warm welcome was extended to JT Moore... Thanks JT, for volunteering your time!!! Several other committee members have recruited volunteers also – they are expected to attend the next ERC Meeting.

Web Based Programming Issues:

Amy updated the working committee on the web site being created by Debbie Lomb. The web site will:

- Allow ERC working committee members to access the membership list; this will facilitate the process of signing members up for events. Information on the membership list/web site will be the member number and if said member is current in payment of dues;
- Event notice form and instructions on how to process event notices and reconciling an event for submission to Treasurer (Heidi Bokesch).

R & W issues:

Amy is waiting for a return call from Mr. Schools. He was to meet with the R&W lawyer to discuss liability issues should the ERC and R&W merge. ERC working committee members should continue to organize and carry out events as normal, however the Council will continue to discuss possible issues with each event.

Membership Drive:

The 2005 Membership Drive will begin in November. Liz Borrer will create an ERC table and Poster (with pictures of past events) to be set up in the Café and used once a week in order to boost membership. Carol Tobias suggested, and the Council approved, the submission of an article for the Poster (December issue) that will feature the ERC and also include the membership enrollment form (possibly as a tear out). Liz Borrer will contact Paul Miller and ask that he send a major domo with Membership drive notice and information. Liz will also ask Larry Arthur to announce ERC membership renewal at the Winter Staff Meeting. JT Moore will contact Galen Mayfield in Data Management Services to have membership drive information added in the Latest News area on the NCI –Frederick Home Page. Small poster will be made by Liz Borrer and Kathy Burke to be placed in Occupational Health Services announcing membership drive. JT made a

suggestion to have a blurb added to the plasma TV in 549. Liz Borrer will ask John Phillips if that is feasible.

Note **To all Council members** – if you have any pictures of past events (pick a couple), email them Liz Borrer (eborrer@ncifcrf.gov). These photos will be included on the posters as well as a select few for the news article in the POSTER. This issue was brought up by Amy Huter-Imming with considerable input and discussion by all Council members.

Halloween Extravaganza:

It will be held on October 29, 2004 in the 549 Auditorium at 2:00pm; the flyer will be out soon. The Council suggested and approved changing the prizes awarded to contestants as well as changing one of the judging categories. The categories will be “Most Bootiful”, “Most Spooktacular”, “Most Creative” (single person), “Most Creative” (group). Liz Borrer will create a certificate and buy a trophy for the group prize for most creative. The prizes will be given as 1st place and 2nd place in each category. The value of the prizes will be the same as last year. This was brought up by Liz Borrer with considerable input made by all Council members.

Cumberland Train ride:

Heidi Bokesch provided information about this possible event. After discussion with the working committee, it was decided to table this event until next year.

Medieval Times Dinner Theater:

Heidi suggested an event to the Medieval Times production. Council approved this event and Heidi will prepare the necessary items to make this event happen perhaps in February 2005.

Wolftrap Dance:

Heidi provided additional information concerning a general admission dance to be held at Wolftrap. This event is a dance with music provided by *The Iguanas*; the dates are Feb 4th or 5th. Council approved this event and Heidi will prepare the necessary items to make this happen.

FREE Chicken Lunch:

During the recent WET free lunch at the pond, Carol handed out surveys for ERC members to complete, she has received many surveys back with lots of ideas. Some of the ideas are:

- Food tasting from area restaurants
- Salsa Dancing
- Magic shows
- Arts and Crafts

Carol will compile all of the suggestions and provide a percentage to each. This will help the Council decide on new events.

Liz suggested a possible trip to the Sight & Sound Theater in Pennsylvania, she will work in conjunction with Retha Parsons.

Breakfast with Santa:

Breakfast with Santa will be held on December 18th. Amy requested that Kathy Easterday & Roxanne Angell order poinsettias again – 20 in each color. It is hoped that the Council will be able to utilize the same volunteers as last year. Liz Borrer will inventory the Christmas items on hand and report to Council via email. Amy will schedule a sub-committee meeting to further coordinate this event.

Other discussions were:

Council members need to be more proactive within the Council (hint hint).

New pavilion to be built in front of 538, ERC will be able to use this pavilion.

Recruit new members to the Council.

Amy needs to find her credit card.

Having no further business, the Employee Recreation Council adjourned at approximately 1:00 p.m.