

CPHGSA Meeting 2018.04.02

Semi-Formal

- Time & Date
 - o Saturday, April 21 from 7p-10p at CPHB Atrium
- Food
 - o Aim to hit same price point (~\$1400)
 - o Potential items
 - o Puppy Chow (4 gal.)
 - o Veggie, cheese, & fruit tray
 - o Wings and grilled cheese instead of sandwiches
 - o Javi to draft order for board to sign off on
- Setup
 - o Cambus has date saved, just need specific time
 - o **Bus to run from 9:45p - 10:45p**
 - o Photo booth
 - o Will be more of a "selfie" setup
 - o Chairs and tables
 - o Event that was held the day before last year is being held again
 - Lexie will check what tables and chairs they will have that we can use
 - o Last year there were 5 large round tables and 10 cocktail tables
 - o **This year: 8 large tables and 5 cocktail tables; 85 chairs**
- Theme
 - o Casino Night theme not a possible option due to gambling within UI
 - o Cannot have more than 1 casino night, there's already one claimed
 - o General "game night" semi-formal
 - o No raffles for prizes
 - o Keep table top games of blackjack, poker & chips
 - Print out rules to have at tables
 - o Potentially include board games, giant jenga
 - o Decorations
 - o Keep purchases within \$150
 - o Color theme including black, gold, red, and/or white
 - o Priority pieces: Tablecloths, Banner/simple backdrop for photo booth, things hanging from upper walkway
 - o Potentially balloons (maybe from previous event)
- Responsibilities
 - o Elijah – Game sign-up email
 - o Javi – complete food order
 - o Catherine – Semi-formal invitation – will draft tomorrow for board to preview
 - o Potentially include RSVP or Calendar event with invitation
 - o Amanda – confirm date and time with cambus