

## Club Carnival Planning Meeting 010820

Meeting start 1343HRS

### 1) Club Carnival

- a. Date and Time
  - i. 12pm-2pm; Setup from 11am
  - ii. James Oval; specific location to-be-confirmed
- b. Display and Attendance
  - i. College banner has no pole; use as table cloth/hanging; Neville borrowing banner
  - ii. Sam's and college shields on display; see if Zaven can display his shoes
  - iii. Calendars for display; ensure we have brochures and sign-up sheets before the day
  - iv. Sam, Will, Neville and Zaven at the stall; Neville and Roobi making food/pouches for sale
- c. Sales
  - i. Food, pouches and college leather; Need cord and fabric for pouches in addition to food costs; Will to set prices for college leather to sell; Just bring receipts to Will for re-imburements
  - ii. EFTPOS machine has expensive late fees, but worth it in COVID season; Sam to arrange the borrowing and returning – LibCal opening for bookings on 030820
  - iii. Budgeting
    1. Neville to do spotlight trip for pouches for Club Carnival; possibly IKEA trip as well depending on the results of the stock-take/busy-bee
    2. Second spotlight trip for fabric once we have new recruits and A&S resumes

Meeting end 1409HRS