**Banquet Committee Notes**

Date: 8/23/24

Location: Zoom

Attendance: Christine Grey, Henk Jansen, Gregg Pinchbeck, Dave Nottingham

-date of event, sign up dates, price/cost

* Banquet date - Sunday, Nov 3
* cost of meal is $40.02 this year
* last year income was $63K
* are awards a line item or built in
* website updated except for price - ticket was $45 last year
* start registration in early Sept
* waiting on EZ Open Water results
* Henk checking for award cost
* emcee on hold for USAS recommendation
* free tickets - Board, CSI, guests, major award winners (less than 20)

-presentation deck, timing  and awards

* Judy Snow award - lets tell winner in advance
* officials award?  Margy and Dylan to decide criteria
* consider 20 min break after chair intro to start the meal - loop names on video for Top 16, Scholar Athletes etc
* same layout as last year
* no team pictures during event, no leaving dining hall as a team for pics
* more time for guest speaker signing, table in back for signing
* consider place award box at team tables
* raffle - consider random number generator for numbers, 5 at a time.  Need ticket range in advance
* speaker notes - need them earlier
* dry run on Zoom 1-2 weeks out
* continue to involve athletes in set up
* need someone to run the screen and back up pc
* do the balloon arch or something more permanent
* two photobooths
* allow athletes to just purchase award
* do we want a tee shirt for the event, Henk to talk to Norwest for logo and price

-emcee, USAS has told us it's not free this year

-dinner cost and menu - see above