

**REV. DR. MARTIN LUTHER KING, JR. HOLIDAY COMMISSION
MEETING MINUTES
September 6, 2017**

Members Present:

Roberta Kelly	Caroline Harper	Namrata Nagarajan	Bessie Bordenave
Maryam Elhabashy	Sonja Hamada	Leslie Salgado	Yetta Roggerson
Helaine Jeffers	Patricia Thorne	Tracey Williams	Farheen Sheik
Jonah Hornum	Bert Hash		

Topic	Discussion	Action Items
The State of the Commission	<ul style="list-style-type: none"> • Meeting called to order at 6:37 PM • Meeting agenda approved at 6:37 PM with the following changes: modifications made to Tracey Williams name • Meeting minutes approved at 6:39pm with the following changes: modifications made to Helaine Jeffers name 	
Old Business	<ul style="list-style-type: none"> • Farheen Sheik presented her draft of the Celebration flier. Jonah Hornum has volunteered to help with drafting the flier 	Costs/spending should be similar to last year since the budget is the same as last year
New Business	<ul style="list-style-type: none"> • The new venue is now Reservoir High School due to reservation conflicts • Roberta Kelly handed out a draft flier and draft postcard to be sent out/handed out at events • Several modifications were made to the postcard, and the picture on the postcard shall be changed according to the committee's decision 	Please Note: Reservoir High School is now the new venue
Program	<ul style="list-style-type: none"> • Tracey Williams has informed us that the Program committee is still in the process of planning and preparing the acts • Performers are very diverse and shall perform dance, poetry, choirs, individual acts, etc. • There shall be no speaker this year, it shall be a youth-led program 	
Logistics	<ul style="list-style-type: none"> • Nothing to report at the moment 	Please send any volunteer needs to the Logistics committee
Reception	<ul style="list-style-type: none"> • The Reception committee are considering a caterer from Ellicott City 	

	<ul style="list-style-type: none"> • The Reception Committee is also investigating the option of ordering trays from Costco's or Walmart • Jason's Deli is the back-up plan if no other caterer is available • The Reception committee have also identified novel performers and are in the process of recruiting them • The committee discussed food options for the event. It should be noted that Dasani is the preferred water source since it is a product of Coca-Cola • Farheen shall pick-up donated food items from the Celebration 	
Essay	<ul style="list-style-type: none"> • Yetta stated that everything should hopefully be set by September 20th • Letters shall be sent out later in September, around the same time as back-to-school events 	
Living the Dream	<ul style="list-style-type: none"> • Nothing to report at the time. The letter to be sent is currently being drafted. 	
Publicity	<ul style="list-style-type: none"> • Leslie reported that the publicity committee met up recently and came up with the following suggestions/goals: meeting minutes should be distributed immediately after the meeting and the published information on the fliers should be consistent, • For future reference, the Office of Human Rights do the press releases • Jonah suggested information can be sent through the high school newsletters • Another suggestion is to reach out to churches, public libraries, to table at various events, and to write a feature article on the essay winners in a newspaper/flier • Furthermore, we could ask teachers to have their students write a small report for extra credit. Maryam has stated that extra credit has stopped in the school system • The committee has decided to make past students essays available as examples • Jonah suggested that his past committee connections can advertise in their newsletters. He also suggested to increase the prize money as a further incentive for the students 	
Day of Service	<ul style="list-style-type: none"> • The committee met with Volunteer Howard, and now we are getting a volunteer from them who will assist people with signing up on the site. 	

	<p>Volunteer Howard shall advertise for that position and recruit someone to make it easier for others to sign up</p> <ul style="list-style-type: none"> • Day of Service suggestions include Red cross collections for those affected by hurricanes. The committee discussed this and realized that advertising at the appropriate time can be an obstacle in organizing the collection drive • Possible suggestions are to collaborate with schools that are already doing something to assist them with their possible collections drives • The main thing is to find out how long the school plans to carry out the project. In this case, we should focus on one point. Tracey, Yetta, and Bert shall work this out. 	<p>Day of Service letters must be made with who we are, what we do, EIN number, and the appropriate names/signatures</p>
New Business	<ul style="list-style-type: none"> • Meeting adjourned at 7:59pm • Next meeting –October 4th 	<p>Next meeting – October 4th</p>