DR. MARTIN LUTHER KING, JR. HOLIDAY COMMISSION MEETING MINUTES

January 5, 2022

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|  | **COMISSIONERS:** |  | **STAFF:** |
| Diane Martin, Chair | Kimberly McCauley | Yetta Roggerson | Yolanda Sonnier |
| Kurt Wall, Vice Chair  | Bonnie Sorak | Teresa Garcia | Wanda Cao |
| Bert Hash | Tracey Williams | Sierra Sewchand, Student |  |
| Tina Horn | Brett David Vess | Rachel Sanborn, Foodbank |  |

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| **Topic** | **Discussion** | **Action Items** |
|  November Meeting Minutes | * 6:06 pm Diane call to order.
 | * Tina moved motion for Dec 1st and Dec 29th minutes be approved.
* Bonnie second Dec 1st and 29th to be approved.
* **Motion was carried.**
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| ProgramProgram Continued | * Tracey asked commission if they had any names of people they’d like to think or recognize, to send them to her.
* Tracey shared program on screen.
* Tracey asked can have healthy snacks or water bottles during taping? Yolanda stated yes but requested that the individuals go into hallway to eat and not in recording room, as it requires masks off. Yolanda asked Tracey to send her what snacks she would want to purchase.
* Tracey asked when signs for the skit will be done. Yolanda stated they are picked up but needs to attach the handles on the signed. They should be ready by tomorrow by late afternoon.
* Tracey stated Cynthia Fikes will sing all songs, charging $100. Does this fit into budget or does it need to come out of pocket? Yolanda stated we can fit it into budget, she just needs to submit an invoice to the office.
* Tracey believes we need sound system because people will bring in music. Yolanda stated that the people that is recording will have their own sound system. Tracey asked if the music be by flash drive or cd? Yolanda does not know but Marla has been communicating with the videographer and we will find out.
* Tracey asked if there a piano available? Tina will reach out to the church to see if we can use because there may be an extra fee.
* Yolanda stated we are upstairs in the biggest room, Room C, at Owen Brown. Yolanda confirmed that the space is paid for Monday. People to park on 2nd level if possible.
* Tracey asked will winners be coming that day to take pics with Chairperson and Committee Chairperson? Yolanda stated that is part of our discussion for today.
* Tracey wanted to know if we can do an ad for the Misako
* Ballet because they do a lot of discounted tickets and things. In case disadvantaged kids can have an opportunity to see and experience the ballet. Yolanda is unsure about putting advertisements in but does not think so. Marla will be reaching to someone in county admin to see about that.
* Tracey expects 11 performers to show. We should have 5 videos. Is Opel doing a video or are we doing it in person? Yolanda stated that Marla has reached out to Mr. Harris, his assistant, and should have the answer to that.
* Tracey asked if Congressman John Sarbanes is going to do a video and to send it in? Congressman Sarbanes is going to do a video.
* Chamber Music Ensemble may do a video.
* Students doing a skit coming in on Monday? Diane prefer them make a video because of the numbers of Covid.
* Diane stated Opel Jones, Calvin Ball, Congressman Sarbanes, and Westmore, and who is the 5th person?
* Tracey stated ROTC is doing a video, we may have the vocal, violin & cellos doing a video. Congressman Sarbanes and Aaron Scott is doing a video – we are up to 6 or 7 videos now.
* The Skit will be coming in on Monday and they are largest group. It would be better if they can submit a video, but Yolanda stated if they can’t, we can have them wait in the hallway until it is their turn so that people are spaced out.
* Diane will be recording her opening and speech.
* Diane stated to check spelling in the program.
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| Day of ServiceDay of ServiceContinuedDay of ServiceContinued  | * Bonnie asked if we are not a chairperson, are we not coming in on the 10th? Yolanda stated it depends on what the commission wants to do. Marla has everyone’s headshot, but if not, then they would need to take a photo.
* Bonnie asked about the timing on Monday. Diane stated she will go ahead and see about specific times to put it all together and will let everyone know by tomorrow.
* Do we have photographer on Monday? YS stated the office has a camera, but it depends on what commission wants to do.
* Diane asked about a group picture. Kurt stated that he is against it because of the high cases of Covid, and that the headshots should suffice. Tina seconds Kurt. David also agrees with this.
* Bonnie states that she is willing to back out if they already have 2 people presenting the award.
* Bert stated that because of weather we couldn’t pick the food up yet for the High School Drives. We have to do it on Monday. Sierra has been contacting the schools. Hopefully we can pick it up on Friday, and if not, on Monday.
* Sierra sent all information to SGA Representatives and only 2 answered. Sierra stated that it looks like all the cans will be collected on the 10th right after school. Sierra stated that a lot of the school requested more time to collect the cans. Depending on the weather, Bert stated we’ll be able to see which school has the highest collection of can on Monday. Diane suggests the cut off of announcing the winner for Friday. Bert stated that we will announce it on Monday and will be collecting on Friday before then.
* Yolanda stated we are not printing the programs, we are doing a PDF.
* Bert stated we couldn’t do the food stores yesterday. Bert stated that Tracey recommended that they go back to the facilitators, as well as the federation, and ask them if they would consider reaching out to their membership to take the food to the food bank on the 17th. Bert stated that unfortunately we do not know the impact that will have in the amount that is going to be.
* Bert stated they can make financial donations. We are optimistic about this and are hoping to drive people to the website.
* Bert stated we may be looking at an alternative site to hold the food depending on how large and how much. We can have a discussion about it. Bert wanted to know if we can use the county office as a drop off, particularly on the Day of Service.
* Bert stated that Tracey stated we can have the Amazon Wishlist be delivered directly to the foodbank.
* Diane had a question about if an organization wants to make a donation, do they put in MLK. Bert stated that would make is payable to the food bank.
* Rachel is fine with checks that come in separately or the same or even by mail, or online donations by debit or credit card. As long as it’s noted MLK in the memo.
* Rachel confirmed that the food bank is open Mondays through Fridays from 9 to 4, and Saturdays 9 to 12, for donations.
* Rachel stated they do not have a cash app, but has PayPal.
* Bonnie had questions about the other sites. Rachel stated they follow the county’s holiday schedules closely.
* Yolanda asked if we still need Meadowbrook for drop offs that day? Kim likes the idea for having another place as a drop off. Bert does not have a problem with that either and will include that and will reach out to the groups. Bert stated it was going to be between 8 am and pick up at 10, and carrying through the week to drop off at the food bank. Rachel will talk with Bert about that since they have volunteers at specific times.
* Bonnie asked where all the information about the program on the website is.
* Bert stated it should be on the site and will reach out to Wanda and Marla.
* Yolanda stated this will be in the Ball Bulletins and will figure out where the information is.
* Rachel stated we are not expecting anyone coming to the food bank correct? Tracey stated we did invite the County Executive on the Day of Service 17th, at 10 am at the food bank.
* Bert stated that he was informed that all in-person activities have been canceled. Yolanda and Beer will talk about that further after the meeting.
* Bert sent out virtual program and to continue to reach out to the public and continue to show the day of service where we’re trying to provide service to the community at large. .
* Diane thanks Bert for his leadership, and also Hunter and Sierra for all their assistance during all the months.
* Bert gives thanks to Kimberly for helping us a lot in the last few years as well.
* Diane gave thanks to Kurt for packing and unpacking food and Ridgely Run.
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| Contest and Awards Updates | * Diane asked Wanda if there are all any updates on contest and awards. Unfortunately, Wanda does not have the details at this time. Yetta stated that she thought there was some kind of script when we notify the winners? Diane stated that in their last meeting everyone was to notify the winners as soon as possible so that they can participate in the program the following Monday.
* Yolanda asked if we are asking the winners to come to take the pictures? Diane stated that we like for them to come on Monday to take the pictures. Yolanda asked if each of the chairs want to notify the winners? David stated he can do it after this meeting.
* Diane asked Kurt and Tracey. Kurt stated yes and Tracey won’t be available until 5 pm.
* Diane stated some can come at 4pm and some can come at 5pm.
* Diane stated the winners will come in for a quick picture, and then leave.
* Yetta and Teresa will be there to give awards after 5pm.
* Diane stated most awards will be given out after 5 and 6.
* Diane asked if Kurt can get in touch with Dr. Dawson to make sure the essay winners are present between 5 and 6 and to get their phone numbers so that we can invite them to come in for a picture and to receive their award.
* Yetta confirmed that she is giving out the Living the Dream Award to the organization and that Teresa will be giving out the individual award. She stated she will be there at 5 or a little after.
* Yolanda asked Diane if the commission will also be doing their recording for their speech that day. Diane confirmed that yes, they will be. Diane reiterated that everyone will have their masks on.
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| Publicity | * Tina stated no updates since last session.
* Bonnie has nothing to add.
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| Logistics | * Kurt stated only issue is the picture taking.
* Diane stated majority vote for Gold and Black for their attire for Monday’s presentations and awards ceremony.
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| New Business | * Tracey asked about the new MLK Banner.
* Diane reiterated that everyone needs to be done at 7pm and clean up and exit by 7:30 pm.
* Yolanda shared that the new banners that Claudia designed is waiting for approval from MLK before ordering.
* Yolanda shared her screen showing the commission the new banners.
* Everyone loved the banners. The commission approves both banners.
* Yolanda stated that she will connect Bonnie and Tina with Claudia for the efforts of social media, press release, along with the new banners.
* Diane asked if Yolanda approves their post, they can send out the invitation to everyone. Yolanda stated to send it to her, and she will review it.
* Bonnie and Tina will coordinate with Marla in order to update the website.
* Yolanda shared her screen to show Claudia’s flier about Keynote Speaker, Wes Moore. Everyone loved the flier.
* Bert stated that we should have an Amazon Link for donations from any organizations. Diane stated that we can send this link to the presidents of the organizations.
* Diane gave thanks to Tracey for her hard work.
* Diane asked if we need another general body. Bert stated perhaps not an entire body, to make sure we know what’s happening on the 17th.
* Diane and Bert agreed on next short meeting at 5:00pm on January 12th will be sent to everyone.
* Tina stated that Cynthia’s last name is correctly spelled “Fikes.”
* Tracey stated she can pick up the signs tomorrow if they are ready for the skit. Yolanda stated they will be ready around late afternoon, 3 or 4 pm.
* Diane thanked everyone.
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| Adjournment | * Diane adjourned meeting at approximately 7:20 pm.
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