

EC & Board In-Person Meeting @ TAMA Office

1/22/2017

Agenda: Sankranti event planning.

Attendees:

EC - Venky, Harsha, Hemanth, Aditya, Murali, Bharath, Manoj

Board - Nagesh, Subbarao, Venkat, Vinay, Raju, Mahesh

Non-Attendees:

EC – Ram, Rajesh, Innaiah, Priya

Board – Apparao, Ramu, Ramki, Krishna

- Harsha will send Sankranti invitation to sponsors and other organizations.
- Harsha will work with Vinay to book tickets for artists and decoration material.
- Murali will work with Vinay / Harsha / Manoj and update the flyer. Printed flyers should be ready by Monday evening, and display in all grocery stores and restaurants.
- Harsha will finalize the sponsorship for decoration by Monday. Also order plaques for sponsors and artists.
- Raju will find sponsors for Raffle prizes. Also takes care of water bottles, table covers etc.
- Aditya will rent U-Haul and get all the stuff to event hall with Innaiah's help.
- Vinay will take lead on registration/welcome tables and membership cards.
- Ram will take care of dinner tickets, raffle tickets, and raffle box.

- Venkat is responsible for volunteers.
- Priya will take care of participation certificates.
- Murali will bring all TAMA banners and sponsor banners.
- Bharath will come up with power point slides.
- Nagesh will follow up with Global Art.
- Stall prints & Assignment, Banners display : Innaiah, Ramu
- Muggula Poti & Art Competition: Raju & Bandreddi
- Stage decoration: Mahesh, Hemanth, Vinay, Nagesh.
- Registration forms for all activities, update Facebook: Venky
- Mahesh will get 2 security people, in addition to 1 cop from event hall.
- Venkat will get 2 cleaners.
- Updated badges: Murali
- First aid box: Nagesh
- Reserve seats for sponsors and EC / Board: Hemanth.