

Officers' Meeting  
December 6, 2009

Start time: 9:15pm

Food updates:

- Jay meeting with Moes tomorrow, hasn't heard from Noodles and Co (dinner)

CBC jobs

- Mel and Holly: Registration
  - Reopening registration at 11am
- Erin (Jay backup): food (lunch stuff and coffee) waiting for Judges at 11am, dinner ready for Judges at 5pm at Noodles, a couple 2-liters soda + 1 juice, cups
- Ben: get ice, reserving Judges room
- Julie: responsible for getting Judges anything that they need (Hospitality), basic snack to tide until dinner
- Kimberly: picking up Moes and the coffee from Starbucks, MC
- Evan: music, include general dances (30-45 minutes "costume change" music)
- Caitlin: set up/clean up
- Casey: set up/clean up
- Keith: printing programs, printing numbers, assembling program (schedule and ads)
- Jay: making ads, send ads to Keith by Wednesday
- Stapling party on Friday

RESERVE PROJECTOR!

Order of Board events

- 11am Judges arriving: briefing the Judges
  - need coffee, 2 meals

We need:

- mini clipboards
- pens
- safety pins
- projector
- directions to Noodles and Co
- poster board
- directions on website to Coliseum Deck

End time: 10:31pm