

Minutes of Meetings of KAW on 06/11/2005 at 3 PM

Location: At the residence of Santhosh Nair

Present

- 1) Wilson David- President
- 2) George Thomas-Vice President
- 3) Prakash Menon –Treasurer
- 4) PM Mathew- Member
- 5) Kalpana Hariprasad –Member
- 6) Santhosh Nair-Member

The president convened the meeting to discuss various issues regarding the picnic and Santhosh Nair had consented to host it at his residence. All the committee members expressed their thanks in this regard to Santhosh Nair for the venue and snacks.

The following points were discussed.

- 1) President informed the members that the KAW picnic would be conducted at Pine Lake at Sammamish on June 25th from 10.00 am till 6.00pm.
- 2) Various means to inform the members was discussed and it has been opined that the following means shall be followed.
 - a) Flyers shall be prepared by Kalpana and Prakash informing the venue, timing, and direction to the picnic and forwarded to the president for approval. The flyers after approval shall be posted at prominent locations as follows by Wednesday, June 15th.
 - i. JD market by George Thomas
 - ii. Apna Bazaar, Bharat Bazaar, Abi Ruji and Mayuri by Prakash Menon
 - iii. KK Foods by Mathew.
 - b) A different format flyer shall be prepared by Prakash Menon and Santhosh Pillai (Secretary –to be informed) and vetted by the president for letter and email transmittal. The Secretary (He shall be informed by the president) shall send this by email to all the persons whose email address is available.
 - c) All the members, based on earlier list furnished by the secretary shall check to authenticate the list of all Malayalee address and confirm back to Secretary. Active co-ordination of all members is required for this to make the list exhaustive and complete. Based on this list, the Secretary shall mail (hard copy) to all the members informing them of the picnic as well as the membership drive. The mailing shall be completed at least by Thursday, June 16th, 2005. At the latest, it needs to be completed by Friday, June 17th. Santhosh Pillai (Secretary) may request assistance from members to achieve this deadline. All who are able to render assistance is requested to provide the same.
- 3) The activities at the picnic shall consist of food and games. Each is discussed separately.
- 4) Based on past experiences and the influx of Malayalee into our area, it is expected that at least 250 persons would show up at the occasion and grace the occasion.
 - a) The food shall consist of Hamburgers, Hot dogs and drinks. It is expected that 250 members will turn up for the event.
- 5) To make this venture a success, the committee members decided to procure the necessary items.
- 6) Items for bagel bite contest, spoon and lemon race, three legged race, Roti-Kadi, pick the candies contest will also be procured.
- 7) To make the purchases, the following persons shall meet on 24th of June at 6.30 pm sharp at Costco at Kirkland. These items shall be stored at the respective person's residences for overnight.
 - a) Wilson David
 - b) George Thomas
 - c) Santhosh Nair
 - d) Prakash Menon
 - e) Santhosh Pillai (Not yet confirmed)

- 8) All the members shall meet at the venue at 9.30 Am to set the locations for the convenience of making the meet a success. Members carrying the items shall ensure that all items are brought to the locations without fail.
- 9) For the games, it was decided that the following competitions should be held. The names of the committee members who shall be co-coordinating the event as well as bringing all the required items are listed against each name.
 - a) Volley ball- Net and ball by Wilson David
 - b) Shuttle Badminton-Bat and Birdie by Kalpana and Prakash
 - c) Tug-O-war- Rios shall be requested by Wilson David and Wilson shall coordinate
 - d) Cricket- George Thomas & Prakash shall coordinate all items for this.
 - e) Cards- George Thomas & Prakash shall coordinate
 - f) Musical Chair-PM Mathew and Prakash shall coordinate with Rios for the chairs and musical system.
 - g) Kabbadi- Wilson David shall coordinate the game
 - h) Spoon & lemon race- Kalpana Prasad shall coordinate the event
 - i) Three-legged race- Santhosh Nair shall coordinate the event.
 - j) Candy picking for children- Kalpana Prasad shall coordinate the event
 - k) Races shall be conducted for 50 meters and 100 meters. Age groups shall be 5-10 years and 10-15 years. George Thomas has offered to bring the tape for measurement.
- 10) For the musical system, George Thomas shall request Joy Thykkuttathil to render assistance. A back up plan is also required. Wilson David shall request Rios to render requisite assistance if possible.
- 11) Santhosh Nair has offered to be the official photographer for the event.
- 12) Wilson David shall be distributing the prizes. (A time needs to be fixed. Suggest that it be included in the email and bulletin being prepared so that persons would stay till that time-Say 3.45 Pm)
- 13) For preparing the burgers and hot dog, a grill is required. P M Mathew has offered to check the availability of a suitable grill. Wilson David shall coordinate the availability as well as its transportation to the location.
- 14) Any left over food items shall be auctioned and all members are requested to assist in this regard to increase the income of the association.
- 15) A membership drive shall also be organized to increase the membership of the association. (Suggest a time and two persons be assigned for this activity. Suggest that it be done before lunch)
- 16) A megaphone may be required to make announcements. All members are requested to identify all means of borrowing the same. If it is not possible to get the same, a decision to procure the same might have to be taken.

Prepared and submitted (in the absence of the secretary) by

George Thomas
(Vice President)