

**AramcoBrats, Inc. Minutes**  
**January 26, 2017 Conference**

Members: Hirath Ghori (HAG), Tom Littlejohn (TEL), Gina Tanner (GHT), Dawn Kolb (DEK), Marie Littlejohn Dunn (MLD), Melanie Penoyar (MJP), Liz Germani (LAG), and Amber Perkins Neal (ADN).

The meeting was called to order by President Hirath Ghori at 8:10PM CST. All board members were present and were joined by Reunion Chair Sandra Louchard.

**Action Items:**

**FM 17-1** MJP made a motion to approve the budget proposed by the ROC. Motion was seconded by HAG and carried with all in favor.

**FM 17-2** HAG made a motion to set the Registration Fee at \$95.00 and the Late Registration Fee an additional \$25.00 (\$120 total for late registration). Motion was seconded by DEK and carried with all in favor. DEK will update the website and the board will test over the weekend.

Meeting adjourned at 8:35 PM CST.

Respectfully submitted,

Gina Tanner, Secretary

	A	B	C	D	E	F	G	J	K	L	O	P	Q
1	<b>ABI 2017 Ft. Lauderdale Reunion</b>												
9			<b>Fixed Cost</b>	<b>1000 Per Person</b>	<b>750 Per Person</b>			<b>Notes</b>	<b>Paid to Date</b>	<b>Vendor</b>	<b>1000</b>	<b>750</b>	
10	<b>7100</b>	<b>Reunion Expenses</b>									<b>\$90.11</b>	<b>\$93.85</b>	
11	<b>7110</b>	<b>Reunion Setup</b>											\$95.00 Registration Fee
12		Schedule of Events, Design/Printing	\$ 250.00	\$ 250.00	\$ 0.25	\$ 250.00	\$ 0.33	Need to determine a new vendor		TBD			\$120.00 Late Fee
13		Event Insurance	\$ 780.00	\$ 780.00	\$ 0.78	\$ 780.00	\$ 1.04						
14	<b>7111</b>	<b>Goodie Bags</b>											
15		Tote Bag		\$ 7,920.00	\$ 7.92	\$ 6,322.50	\$ 8.43	Quoting 1 of 3 options		Discount Mugs			
16		Towels		\$ 7,940.00	\$ 7.94	\$ 6,285.00	\$ 8.38	One color Brat Logo		Discount Mugs			
17		T-shirts		\$ 7,169.00	\$ 7.17	\$ 5,216.25	\$ 6.96	White t-shirt		Ceron Group			
18		Lanyards		\$ 200.00	\$ 0.20	\$ 187.50	\$ 0.25			USALanyards			
19		Nametag holders		\$ 90.00	\$ 0.09	\$ 90.00	\$ 0.12			USALanyards			
20		Nametag inserts	\$ 31.22	\$ 31.22	\$ 0.03	\$ 31.22	\$ 0.04			Amazon			
21	<b>7112</b>	<b>Decorations</b>											
22		Friday night	\$ -					None needed					
23	<b>7113</b>	<b>Entertainment</b>											
24		Thursday Night Salsa Teacher	\$ 400.00	\$ 400.00	\$ 0.40	\$ 400.00	\$ 0.53	2 hours est. (2 teachers)		Tony Lopez			
25		Friday night reception food	\$ 28,000.00	\$ 28,000.00	\$ 28.00	\$ 28,000.00	\$ 37.33			Hilton			
26		DJ - Sunday Night Dance	\$ 750.00	\$ 750.00	\$ 0.75	\$ 750.00	\$ 1.00	4 hours	\$375.00	Gannon Studios			
27		Speaker for Salsa and Rec Center	\$ 150.00	\$ 150.00	\$ 0.15	\$ 150.00	\$ 0.20			TBD			
28	<b>7115</b>	<b>Office Supplies</b>											
29		TBD	\$ 50.00	\$ 50.00	\$ 0.05	\$ 50.00	\$ 0.07			Amazon			
30	<b>7120</b>	<b>Reunion Equipment</b>											
31	<b>7121</b>	<b>Reunion Equipment Rental</b>											
32		Laptop Rental	\$ 385.00	\$ 385.00	\$ 0.39	\$ 385.00	\$ 0.51	Buy 3 chromebooks & 1 printer		TBD			
33		Garage Band equipment	\$ 2,000.00	\$ 2,000.00	\$ 2.00	\$ 2,000.00	\$ 2.67	No formal quote		TBD			
34		Storage room FLL	\$ 200.00	\$ 200.00	\$ 0.20	\$ 200.00	\$ 0.27			TBD			
35		Rec Center Equipment	\$ 350.00	\$ 350.00	\$ 0.35	\$ 350.00	\$ 0.47	Buy ping pong tables		TBD			
36	<b>7130</b>	<b>Reunion Registration Refunds</b>											
37	<b>7160</b>	<b>Reunion Labor &amp; Services</b>											
38		Registration Temps	\$ 2,196.00	\$ 2,196.00	\$ 2.20	\$ 2,196.00	\$ 2.93	\$21 per hour plus parking					
39	<b>7162</b>	<b>Photographer</b>											
40		Photobooth - Friday	\$ 668.75	\$ 668.75	\$ 0.67	\$ 668.75	\$ 0.89	4 hours	\$200.00	Main Event Photobooth			
41	<b>7162</b>	<b>Sunday Banquet</b>											
42		Food		\$ 58,000.00	\$ 58.00	\$ 43,500.00	\$ 58.00			Hilton			
43	<b>7191</b>	<b>Table Décor/Gift</b>											
44		Table Décor	\$ 1,201.00	\$ 1,201.00	\$ 1.20	\$ 1,201.00	\$ 1.60						
45		<b>Fixed Cost Total</b>	<b>\$ 37,411.97</b>										
46													
47	<b>7192</b>	<b>Other</b>											
48		ABI donation	-20,000.00	-20,000.00	-20.00	-20,000.00	-26.67	ABI					
49		Deduct for donation	-500.00	-500.00	-0.50	-500.00	-0.67	500 from Rick O.					
50		Expected donations	-5,000.00	-5,000.00	-5.00	-5,000.00	-6.67						
51		Deduct for late fee income	-3,125.00	-3,125.00	-3.13	-3,125.00	-4.17						
52													
53		<b>Total Deductions</b>											
54		<b>Total Cost per Person</b>		<b>90,105.97</b>	<b>90.11</b>	<b>70,388.22</b>	<b>93.85</b>						
55					<b>90.11</b>		<b>93.85</b>						
56													
57		<b>Fixed Cost Analysis</b>	<b>37,411.97</b>		<b>37.41</b>		<b>49.88</b>						