

Community Relations Committee

Agenda / Action Items / Minutes



Date: 3/23/2023
Time: 1pm
Location: LBOR Office

Co-Chairperson: Jill Stueve
Co-Chairperson: Secily Rees
LBOR President: Brian Johnson

Co-Vice-Chairperson: Kelsey McClasky
Co-Vice-Chairperson: Rob Hulse
Staff Liaison: Rob Hulse

Committee Roster

Amy Newell	Amy Wilson	Andrew Drinkard	Bev Hill	Cindy Glynn
Darcie Harvey	Deborah McMullen	Diane Fry	Erin Maigaard	Greta Carter-Wilson
Jasmine Avery Collins	Jennifer Bewley	Jessica Wollesen	Jill Stueve	Kate White
Kelsey McClasky	Kent Fisher	Krista Sanchez	Laura Polite	Lee Beth Dever
Mary Jones	Randy Barnes	Renee Barrett	Rob Coleman	Ryan Desch
Scott Boling	Sean Williams	Secily Rees	Shannon Zandanel	Shelly Myers
Steve Allen	Susan Parker	Taylor LaRue	Wilna Strydom	Terra Jones
Gladys Powers	Amy Le	Meagan Cox	James Eaton	

Attendance Legend

P Present	E Excused Absent	A Absent (unexcused)
L Arrived Late	LE Left Early	

AGENDA ITEMS

No	Topic	Presenter	Done	Notes/Update
	WELCOME & INTRODUCTIONS	Jill/Secily		
1	Review Previous Meeting Minutes from 02/23/2022	Jill/Secily		
2	Discuss PAG Meeting relating to LBOR Events	Jill/Secily		
3	Discuss LBOR/LRCF Fundraising Events	Jill/Secily		
	ALL IN for the Community Poker Tournament			
	LBOR Summer Brewfest (has been cancelled in 2023)			
	Charity Classic Golf Tournament			
	Lawrence Lights - Making Spirits Bright			
4	Update from the LRCF	Susan Parker		
5	Upcoming Events for the Committee	Jill/Secily		
	a. Blood Drive - March 15-17 - 67 Pints were collected.			
	June 21-22 (Wednesday-Thursday) 2 days			
	Oct 23-25-25 (Monday-Wednesday) 3 days			

No	Topic	Presenter	Done	Notes/Update
	Next Events Continued			
	a. Food Drive (Food for Every Home & Special Food Drives)			
	b. Toys for Tots			
	c. Keys to Good Tenancy Program (Family Promise)			
	d. Others - Ideas? (as replacements - not additions)			
5	Reports from 2023 Steering Committees			
	a. ALL IN for Poker Steering Committee - meeting today at 2:30 pm	Susan Parker		
	Event Date - April 29th at LCC			
	Doors Open at 5:30pm, Beginner Class at 6pm, Poker at 6:30pm			
	c. Charity Classic	Cindy Glynn		
	d. Lawrence Lights			
6	Next Meeting:			
7	Adjourn:			
	Standing Dates			
	March 30 - Lunch with Socrates, a Scientist, and a Ninja. Dr Rod McIntyre Presentation -			
	April 6 - All 12 hours of CE in One Day at LBOR Office			
	April 20 - The Insiders Guide to Home Warrantees - 3 Hours of CE - FREEE			

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LBOR President: Brian Johnson

Co-Vice-Chairperson: Open-REALTOR®
Co-Vice-Chairperson: Kelsey McClasky
Staff Liaison: Rob Hulse

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WELCOME & INTRODUCTIONS

1 Review Previous Meeting Minutes from 1/26/2023

The Minutes to the January 23, 2023 meeting were reviewed by the Committee. It was moved and seconded to approve the minutes. Motion Passed.

2 Lawrence Lights recap

Staff provided the Committee with a financial recap of 2022 Lawrence Lights. The Committee discussed the event, and Committee members were welcomed to attend the Lawrence Lights recap meeting. It was noted that a Volunteer Coordinatore is needed, and Kate White agreed to help in that role for 2023.

3 Update from the LRCF

Susan Parker, LRCF Chairperson provided the Committee with an update. Elected to officer positions are: Scott Boling, Chairperson Elect, and Cindy Glynn, Treasurer. The Foundation agreed to fund applicants at one time each fall, following the Charity Classic Golf Fundraiser.

4 LBOR Blood Drives in 2023

Staff provided an update on the Blood Drives in 2023. We have grown to 3 multi-day events per year.

March 15-17 (Wednesday-Friday) 3 days

June 21-22 (Wednesday-Thursday) 2 days

Oct 23-25 (Monday-Wednesday) 3 days

At the March Blood Drive, Capitol Federal will provide a Food Truck for donors, on the first day of the drive.

5 Discussion of 2022 - Direction/Goals

Jill/Secily

Food Drive (Food for Every Home & Special Food Drives) - The Committee decided that this is most successful when done in conjunction with events. Also, for the month of March - the LBOR will ask each committee to bring a non-perishable food item whenever they visit the Board Office for a meeting.

To help accomplish this, the LBOR will do an announcement from the Chairpersons, which will then be published to the LBOR Newsletter. Additionally, the announcement will be included in the meeting reminders.

Toys for Tots - Bev Hill and Mary Jones will reach out to Toys for Tots to determine needs and how we can help.

Keys to Good Tenancy Program (Family Promise) - Ryan Desch will continue to explore this option.

7 Reports from 2023 Steering Committees

ALL IN for Poker Steering Committee - Meetings are now underway for the 2023 event to be held on April 29th at LCC.

LBOR Summer Beer Fest - planning will need to start soon to host this event in June?

Charity Classic - watch for the steering committee to meet a little later this spring. The event will again be at LCC and the date for this event is Monday, October 16, 2023.

Lawrence Lights - we're inviting feedback and will need to better coordinate volunteers in 2023.

8 Next Meeting: Scheduled for Thursday, March 23rd.

9 Meeting Adjourned

LRCF - ALL IN Poker Tournament 2022

Income

Description	Amount
Online Entry Fee	\$1,460.00
Cash day of: Registration/Buy-Backs/Plinko/Wine	\$3,900.00
Credit Card Sales day of: Same as above	\$1,260.00
Event + Table Sponsors	\$7,700.00
Prize Money Rebated	\$400.00
Gross Income	\$14,720.00

Expenses

Description	Amount
Jack & Aces	-\$1,385.00
Tip	-\$265.00
Lawrence Country Club (Room Rental, Drinks and Food)	-\$3,048.91
Prize money	-\$600.00
Trophys	-\$45.00
Gross Expenses	-\$5,343.91

Net Income / Proceeds

\$9,376.09

Hours	Volunteers
40	Steering Committee Meeting Hours
5	Registration
10	Working Event
10	Prize Gathering
<u>65</u>	Total Volunteer Hours

\$144 Proceeds per Volunteer Hour

Hours	Staff
8	Planning/Meetings
6	At Event
<u>3</u>	Website/Invoicing
17	Total Staff Hours

\$114 Proceeds per Volunteer & Staff Hours

Rob Hulse

Subject: FW: Breakdown - Summer Beer Fest 2022

LBOR Beer Fest

INCOME

Online Revenue: \$4720. (155 @ \$30 , 2 @ \$35)
Door Revenue: \$630 (18 @ \$35)
Ticket Sales at LBOR: \$180 (6 @ \$30)
LBOR Sponsorship \$5,000

Total Revenue: **\$10,530**

EXPENSES

Glassware (Grandstand) \$539.85
DJ (DJ Approach) \$200.00
Online Marketing \$225 Fb + Instagram + Eblast
Licensing \$500
Abe & Jakes \$1500 Venue / Staff (lowered the venue fee by a \$1,000 to help with the cause)

Total Expenses: **\$2964.85**

NET INCOME: **\$7,565.15** (\$5,000 is a sponsorship from the LBOR)

Hours Volunteers

30 Steering Committee Meetings
3 Volunteer Coordinator
6 Prizes/Games Setup
120 Event Volunteers (30 at 4 hr avg)
159

\$48 Proceeds per Volunteer Hour

Hours Staff

8 Meetings
5 Event
4 Marketing/Logos
2 Invoicing
19 Total Staff Hours

\$43 Proceeds per Volunteer & Staff Hour



Charity Classic Income/Expense

CHARITY CLASSIC EXPENSES

LCC Players (96 @ \$75)	-\$7,200.00
LCC Food (122 for players and volunteers)	-\$1,500.00
LCC Food (for 104)	-\$1,170.00
LCC Drinks (\$5 per)	-\$820.00
LCC Sales Tax	-\$994.17
LCC Gratuity (10% on food only)	-\$267.00
LCC Service Charge (25%)	-\$872.50
Total LCC	-\$12,823.67
Swag Item (Rain Jacket at \$19.57 + tax & \$50 setup)	-\$2,828.71
Hole Signs & Banners	-\$897.75
Winning Team Prizes	-\$1,000.00
Raffle Purchases	-\$410.00
Brochures	\$0.00
TOTAL EXPENSES	-\$17,960.13

CHARITY CLASSIC REVENUE

Total Major Sponsors (8)	\$9,750.00
Total Hole Sponsors (30)	\$9,000.00
Bundled Discount (11 @ \$60)	(\$660.00)
Total Sponsorships	\$18,090.00
13 Major Sponsor Free Players	\$0.00
83 Paid Players	\$10,375.00
1 or 2 Free Players to fill final team	\$0.00
Total Sponsorship & Players	\$28,465.00
Total Sponsorships + Players	\$28,465.00
Add Ons: Mulligans/Raffle Sales (60 @ \$25)	\$2,515.00
Add Ons: Pay if Forward/If You're On You're In (18 @ \$40)	\$7,200.00
TOTAL GROSS REVENUE	\$30,980.00
TOTAL EXPENSES	-\$17,960.13
NET REVENUE	\$13,019.87

Hours	Volunteers
50	Steering Committee Meetings
8	Volunteer Coordinator
4	Raffle Prizes
8	Registration
16	Course Runners
4	Sponsor Greeters
12	Hole Spotters
12	Pay it Forward
12	On your In
126	Total Volunteer Hours

\$103 Amount per Volunteer Hour

Hours	Staff
10	Meetings
10	Marketing Prep / Signs / Sponsor Logos
21	Day of event
3	Invoicing and Follow up
44	Total Staff Time

\$77 Amount per Volunteer & Staff Hour

Rob Hulse

Subject: FW: Lawrence Lights Summary

Importance: High

Recap of Proceeds for Lawrence Lights 2022

Adjusted Bank Balance

\$51,272.39

Total 2022 Proceeds:

\$30,703

Net 2022 Proceeds: Based on 45%/45%/10% of net proceeds.

SERTOMA \$13,816.35 / LRCF \$13,816.35 / Parks & Recreation \$3,070.30

\$20,569.39 – REMAINING BALANCE left over to pay toward deferred Proceeds/Loans/Future Expenses

Balance of Deferred Proceeds from 2021:

\$24,503 (\$12,251.50 each to SERTOMA & LRCF)

Standing Loan Balance from SERTOMA/LBOR

\$17,167 (SERTOMA \$8,583.50 / LBOR \$8,583.50)

Paid out as follows:

Pay out \$16,503 of the Deferred Proceeds (\$8,251 each)

Deferred balance still owing this next year will be \$8,000 (\$4,000 each).

Loan balance still owing will be \$17,167 (\$8,583 each)

Results in 2022 Proceeds Paid out to the Community of **\$47,206** (near our expectations discussed this morning).

(2022 Breaks down to SERTOMA - \$22,067, LRCF - \$22,067, Parks & Recreation \$,3070)

This leaves \$4,066 in the bank as reserves for 2023.

Volunteers

50 Hours for Sponsorship Committee – 10 Active Members and 5 meetings.

25 Hours for Steering Committee = 5 Active and 5 Meetings.

60 Hours for Volunteers to work at LBOR Office building the Train.

200 Hours of Setup – 20 Volunteers at average of 5 hours x 2 days.

420 Hours for 5:30 – 9 pm for 30 open nights in 2023

360 Hours for Tom Pollard – design, build, program, setup, troubleshoot, etc...

1,115 Total Hours

\$42 per volunteer hour for total payout in 2023.

\$29 per volunteer hour for 2023 Proceeds only.



“ALL IN” FOR THE COMMUNITY

Texas Hold'em Tournament

APRIL 29, 2023

LAWRENCE COUNTRY CLUB

400 Country Club Terrace, Lawrence

Player Registration

Register Online \$60* | At the door \$70 | Guest \$30 anytime

Register by April 21st for \$60. Registrations after April 21st or at the Door are \$70.

Players and guest receive two drink tickets at the door. Doors open at 5:30.

Beginner's class begins at 6:00. Tournament starts promptly at 6:30.

Prizes

Cash pots for 1st, 2nd, and 3rd place winners

Register Online Today!

LawrenceRealtor.com/poker
For more information call 785-842-1843
or email Admin@LawrenceRealtor.com



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