

2020 JOINT NW/SW REGIONAL CONFERENCE COMMITTEE REPORT

Committee: Banquet

Date: October 8, 2019

Chairpersons: Cherylyn Inouye (Mu), Carol Emerson (Xi)

Committee Members: Hawaii Mu - Kalei Arinaga, Caroline Okasako, Heide Tokuda; Hawaii Xi - Monette Aweau, Lori Hamel, Carrie Yamamoto; Montana Theta – Karen Highbarger

Responsibilities:

Banquet centerpieces, favors, table tents, entertainment (Hawaiian culture, cultural diversity), program & printing, MC, seating assignments

Accomplishments:

Decisions made:

1. Centerpieces to consist of individual favor bags arranged in baskets or with ti leaves, palm fronds, lei (*at minimal or no cost*)
2. Organza favor bags to contain Hawaiian goodies/souvenirs (purchased or donated: cookies/nuts, flower pins or silk flowers, other snacks & souvenirs); Mu Chapter's donation of small bags of Hawaiian salt; Big Island Iota Chapter's JoAnn Iwane's solicitation of donations of small packets of Kona coffee + also her own donation of woven lauhala bookmarks; possibility of Montana chapter contributions of mints/candies
3. Table tents for seating assignments to be created by Xi Chapter (*no cost*)
4. Program schedule proposed, including entertainment:
 - a. Welcome & blessing, recognition of NW & SW IVPs, other guests
 - b. Susan Rae Long, NWR IVP, has requested inclusion of Brad Paisley's "Waitin' on a Woman" to tie in with gift for men of ADKAssociates
 - c. Entertainment: Cherylyn Inouye of Mu has proposed depictions of Hawaiian culture/arts and state's cultural diversity based on consequent arrivals of various ethnic groups to islands - with brief narratives highlighting their contributions with representative songs/dances by HADK sisters (maximum 3 minutes per) (*podium, mike, projector, screen being requested*)
 - d. Closing of Conference (with future NW/SWR Conference announcement?)

5. Program write-up and printing: Xi Chapter assisting with entertainment script and doing program write-up/formatting (to include menu, schedule of events, entertainment information, acknowledgements) Number of copies to be decided - one/two per table or one per individual (*seeking "minimal or no cost" for printing*)
6. MCs: Chapter reps to co-MC during program
7. Seating assignments: Assigned seating preferred, for special guests plus all others grouped by chapters, so all seats filled at each table

Next Steps:

1. Finalize favor bag contents to be purchased or solicited.
2. Design arrangement of each centerpiece and acquire materials.
3. Plan program, including list of speakers and those to be recognized.
4. Solicit and work with HADK performers depicting Hawaiian culture & cultural diversity.
5. Script program narrative.
6. Format banquet program for printing.

Concerns:

1. Budget allotment – to determine if more donations to be solicited
2. Communication with Montana chapters re. their participation & assistance
3. Program requirements for this conference finale