

Minutes
Congregational Life Committee
February 1, 2010
6:45 pm

Pat Prosperi, Jim Girard, Nancy Harper, Nancy McIver, Frank Fraser, Lindsay Moss,
Kristin Stone and Nancy Hall Berens (Staff Liaison)

Devotion

Westminster Coffee Café Planning

- Finalize Artists/Program –
 - Artists:
 - Should be sufficient space for potential 11 artists.
 - Members of the committee will contact artist to determine their set up needs.
 - Non-member artist are welcome if we have enough space.
 - Performers:
 - Each will have 8-10 minutes to perform
 - Nancy HB will ask Paul about playing while people are viewing art.

- Food Purchase
 - Kristin and Jim will purchase items.
 - Hot cider, pastries, nuts, chocolates, Chex Mix

- Fellowship Hall Set Up –
 - Friday, February 26 – tables, tablecloths, chairs, lamps, easels/display, art
 - Pat, Nancy HB, Lindsay will label furniture and set up after 12:00 on Friday.
 - Committee members will bring floor lamps and/or table lamps, a crock pot for hot cider, fabric for table decorations, and perhaps an area rug.
 - Artists may store items in Bride's Room.

 - Saturday, February 27 –
 - 10-12:00 am set up – Jim will be there to organize.

- 6:30 pm set up prior to event – Entire committee

- Café Logistics
 - We will determine need for child care closer to event.
 - Nancy Harper and Jim will make coffee.

- Clean Up -
 - Return chairs and tables - Frank will organize
 - Nancy Harper will supervise kitchen clean up

- Next Meeting Date - Tuesday, March 16 7:30 pm

- Closing Prayer

Submitted by Jim Girard