

LOVE America Committee Meeting

March 4, 2019

7:30 PM

Lovettsville Town Hall

- I. Call to order
- II. Welcome/Introductions
- III. Additions/Deletions/Modifications to agenda
- IV. Review and approve minutes from January & February's meetings
- V. Vote
 - a. New Vice Chair
 - b. Secretary
 - c. Volunteer Coordinator
 - d. Communications
- VI. Memorial Day
 - a. Update
 1. Key Note Speaker (Melissa)
 2. Special guest (Sue)
 3. Big Pipes (Tiffany)
 4. Sea Cadets (Mike)
 - b. Action Items
 1. Learn PA system
 2. Invite Representatives
 3. Who else should we invite?
 4. Find someone for table (do we do table?)
- VII. Fill in gaps
- VIII. Scheduling conflicts
 - a. Chair out of town August 30th to September 9th. Need to look at rescheduling September meeting.
 - b. Next meeting: FRIDAY, APRIL 5th at Burapa Asia Bistro at 7:30

LOVE America Committee Minutes

January 7, 2019

7:30 pm

Lovettsville Town Hall

- I. Call meeting to order
 - a. 7:30
- II. Welcome & Introductions
 - a. In attendance:
Melissa B, Tiffany D, Mike D & Adam B
- III. Additions/Deletions/Modifications to Agenda
 - a. Table Votes on all positions except new chair
- IV. Vote
 - a. New Chair
Tiffany nominated Melissa B. Mike second. Unanimous vote.
 - b. New Vice Chair
Tabled
 - c. Table other positions until next meeting
Tabled
- V. Discuss Meeting Day and Time moving forward
 - a. Keep the same. First Monday of month at 7:30 pm
- VI. Ideas on structure
 - a. Deadline for organizations wanting to participate in LOVE America Events
 1. 6 weeks before event to get committee approval and print material
 - b. Sending "Thank You" letters to distinguished
 1. Never have but nice addition
 - c. Other
 1. Add proper solute to programs
- VII. Action items for next meeting
 - a. Add committee members
 1. Work to add members
 - b. Names of possible Key Note Speakers for 2019
- VIII. Next Meeting February 4th at 7:30pm pending point V.
- IX. Adjourn
 1. 8:05pm

LOVE America Committee Minutes

February 4, 2019

7:30 pm

Lovettsville Town Hall

- I. Call meeting to order
 1. 7:30
- II. Welcome & Introductions
 1. Melissa B, Tiffany D, Mike D, Sue C.
 2. Absent: Adam B, AJ J
- III. Additions/Deletions/Modifications to Agenda
 1. Table position vote
- IV. Vote
 - a. New Vice Chair
 - b. Secretary
 - c. Volunteer Coordinator-Tiffany interested
 - d. Communications-would like to keep AJ
- V. Updates from the Events Committee Meeting
 - a. Draft mission statement
 1. The duties of the LOVE America Committee is to honor our country and military service members, promote citizenship, celebrate patriotism and build community through the participation in National days of remembrance and celebration in partnership with civic and community organizations.
 - b. Organize documents
 1. Google Docs might be the way to go. Need to move to a digital back up accessible to everyone.
- VI. Begin Plan for Memorial Day
 - a. Key Note Speaker
 1. Melissa will contact Tony Porta
 - b. Special Guests
 1. Ms. Sue knows Aunt of recently KIA service member. She will be contacting
 - c. Honor Guard
 1. Sea Cadets. Mike will contact them
 - d. POC for Mrs. Stillman (who will that be?)
 1. Melissa will be POC
 - e. Bagpipes
 1. Tiffany will contact
- VII. Future Events/Meeting

- a. April 1st meeting (Chair has a conflict)
 - 1. Rescheduled to April 5th at local restaurant. Tiffany will get reservation.
 - b. Names of Key Note Speakers/Additional speakers for 9/11
 - 1. Continue to speak to or listen for names of people who are willing to speak at this event in between to formal portions
 - c. Contacts for trailers (1-2) for 3 of July
 - 1. Town has a trailer so we are good
- VIII. Action items for next meeting
- a. Letter drafted for committee approval for Key Note Speaker
 - b. Letter drafted for committee approval for Special Guests
 - c. Get caught up on meeting notes for committee approval
- IX. Next Meeting March 4, 2019 at 7:30 at Town Hall.
- X. Adjourn
- 1. 8:15