

**Attachment A - April Written Activity Reports**  
**April 19<sup>th</sup>, 2010**

**Community Liaison - Sophia Tesch**

Community Liaison:

- All tours complete except SRP helicopter. Working with class and SRP to coordinate.
- Attended Open House 4/13

ABC Event Report:

- With Kay acquired liquor license for event.
- Worked with Event team to set up and facilitate event
- Was very pleased with result!!!!

**Curriculum - Ruthann Tryon**

No report

**Placement - Mary Larsen**

No report

**Program - Cindy Porter**

See Points Tracking Sheet

**Publications - Lori Lutkenhaus**

No report

**Recruitment - Kathy Romano**

- Recruitment Events:
  - East Valley Democrats
  - MLTD ABC Fundraiser
  - Mesa Chamber Good Morning East Valley
- Held first of Two Open House Events
  - Attended by 10 potential participants
- 4 applications have been received
- 11 MLTD alumni have volunteered to help with candidate interviews

**Social - Theresa Jepsen**

No report

**Treasurer - Perla Anderson**

See Treasurer's Report

**Secretary - Vicki Coe**

See Meeting Minutes and Agenda

**Chair Elect - Laura Hyneman**

No report

**Past Chair - Dale Easter**

No report

**Chair - Kay Henry**

- Chaired 3/15/10 Board Meeting.
- Updated Section 8.0 of Mesa LTD Policies based on Board meeting's approval.
- Attended Silent Auction planning meetings on 3/18, 3/25, 3/31.
- Wrote & distributed Silent Auction meeting notes to SA Committee & Mesa LTD Board on all silent auction meetings. Continued to send out weekly reminder e-mails to the alumni. Kept track of all RSVP's
- 3/23 – Picked up class pictures from Dee Photographer & paid bill.
- Picked up Catertainment Insurance Liquor Liability Certificate and got copies to the Chamber and

CAF Museum.

- Attended 3/24 Mesa Chamber meeting and distributed information on the Silent Auction and Class 2011 recruitment.
- Met at Hilton with Theresa and Maria Mancinas and the catering manager and made final arrangements for the alumni meeting video needs, graduation dinner and made deposit.
- Attended 4/2 Class at Mesa Arts Center and took pictures.
- Sophia and I attended 4/5 Mesa City Council meeting. City approval of our one day liquor license permit was on the agenda and it was approved. Next day, we got the State of Arizona permit in Phoenix.
- 4/8 Silent Auction Day. Picked up Nissen photo display for his donation. Printed 100 plus programs Sophia designed on my computer in color. Perla and I checked the attendees in and sold drink & raffle tickets.
- Sent out e-mail invites to 5/7/10 annual meeting and graduation. Sent out 155 invites and copies of revised Governing Rules to all alumni without e-mails.
- Attended 4/13 Recruitment Open House at Chamber.
- Designed & printed Class 2010 graduation invites and mailed to class members, City Council members, City Manager and all Mesa Chamber board members.
- Contacted Cox Printing regarding printing the class directories. He needs all of the copy no later than one week before 5/7. Currently working on class bio's.
- Interfaced with all board members via e-mails and phone calls.