Hospitality Team
Minutes
February 3rd, 2010

Present: Amy, Laurie, Rick, Tammy, Elizabeth, Mark, Dan, Marty

Minutes from the Jan 27 meeting were not approved as they did not exist.

Marty reported that Laurie, Amy, Mark and Marty met and devised topics for student training. Amy had recruited volunteer student escorts. Admissions has recruited three University Ambassadors to give the tours. Training sessions were scheduled for Wednesday, Feb 3 at 2 and Thursday, Feb 4 at 3:30. Any students unable to make it were asked to contact Marty for training.

Gift Bags: Still waiting on Special Expense approval. Items include: wild rice, cook book and stuff sack for both, a water bottle, some chocolates, mixed fruit and nuts. Once done, Carol will try to get the bags to Marty by Sunday afternoon. If not, we will shoot for Monday.

Orientation Packets: Laurie and Rick reported that things were in place except the restaurant guide. They would put materials in the bags and get them to Carol for the stuffing of the gifts.

Marty will look into getting BN 139 cleaned before Monday.

Marty will request that hanging files be made accessible for the Mock Team.