

Wellness - 5K/Health Fair

February 21, 2018

Meeting Notes

Attending

Colleen Murray
Sue Carpenter
Janice Howard
Michelle Ciccarelli
Andrea Hubbard
Namita Wijeseskera

Absent

Joan Conant
Jennifer Searles
Tara Aksoy
Linda Saffran
Frank Labbate

5K/Health Fair - Friday, April 27th NO RAIN DATE

1. 5K - Chairpersons: Janice Howard and Jennifer Searles
 - Janice reports that plans are underway and on schedule for the 5K
 - **Janice- Do we need Emergency Response on site for health related issues? They will be here for the Health Fair but not technically on duty.**
 - Janice presented the logo entries and (2) were selected. Colleen will inform the students for revisions and Sue will contact graphic designer.
 - Janice will coordinate water and fruit.
 - Janice has logos for partnerships and will coordinate the tshirt purchase
 - Janice will work with Sue Carpenter to approve the registration form.
2. Fun Run - Chairperson: Frank Labbate
 - Frank was not able to attend. Colleen will meet with Frank to get an update.
 - **Do students need to register for the Fun Run? (Committee thinks, Yes) Sue will reach out to Frank for information, if necessary.**
 - **Ages 3 - 12 yrs. old Must be accompanied by an adult**
3. Health Fair - Chairpersons: Andrea Hubbard and Namita Wijeseskera
 - Confirmed time: 5 - 8 PM
 - Plans are well underway.
 - No registration necessary
 - General Public will receive raffle tickets for participating. Committee securing prizes.
 - Committee will handle their own set up and clean up.
4. Food - Chairpersons: Joan Conant

- Committee members suggested we return to the idea of food trucks. Janice will explore the options and Namita and Michelle will work with her to arrange healthy choices.
 - Food trucks could line the driveway outside cafeteria.
 - **Suggestion: Could Chartwells arrange a Cooking Demonstration/Samplings in the cafe to promote School Lunch Program? Colleen will reach out to Joan/Solange.**
 - Colleen will reach out to Chartwells to see if they will provide a dessert?
5. Set Up
- Committees will take care of their own set up and work with Fred Bartolini.
6. Clean Up
- Committees will take care of their own clean up and work with Fred Bartolini.
7. Publicity - Chairperson: Linda Saffran
- Sue will reach out to Linda to create a flyer and blurb for the BCS Happenings by March 1st.
 - **Will we need a program for the event so people know where to go to make the most of the experience?**
8. Registration - Chairperson: Sue Carpenter
- Sue has almost completed the registration forms. She will reach out to the appropriate people to get missing information.
9. Other
- Bob will check building use and contact BethWood Little League if necessary to cancel
 - Colleen will communicate to Staff and Town about the opportunity to participate free of charge, thanks to one of our sponsors, Connecticare.
 - Colleen will coordinate with Connecticare to fund the registrations for staff and town employees.
 - Colleen will work with One Digital to create a passport for the staff and town employees.
 - Colleen will get the gift cards for the staff and town participants.

Date of Next Meeting:

Monday, March 19th at 3:30 PM - BCS Conference Room

IMPORTANT: Registration needs to open on March 1st and close on April 1st , so please complete any preliminary preparations ahead of time.

Approved March 19, 2018