



HACIENDA HEIGHTS IMPROVEMENT ASSOCIATION, INC  
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### HHIA ANNUAL MEETING COMMITTEE NOTES FROM 3 DECEMBER 2016

1. Board members in attendance were Ted Chang, Joan Licari, Joan Snyder, Brent Palmer, Jim Kleinpell and Mike Williams.
2. The topics discussed and consensus of the committee's actions are described below:
  - A. The 12 Nov 16 meeting notes were reviewed.
  - B. The Invitations List was reviewed and updated. Although some of the guests are also HHIA members, it was noted their affiliation with other community organizations will be recognized. All but one invitation has been sent. Mike has list.
  - C. Publicity consists of article in newsletter, invitations to other community organizations, flyers at the 12 Dec 16 Board meeting and an article in the SGV Tribune.
  - D. Copies of the draft Program were reviewed by the board members and minor additions and corrections obtained. Mike has the draft.
  - E. Honorees list was reviewed and awards discussed. Mike has the list.
  - E. Donations List and Menu for Buffet style dinner was discussed. See menu discussion for details.
  - F. Set-up and Decorations were reviewed. We will met about 10am in the HHCC to start set-up. Joan Licari is getting the tablecloths and napkins.
  - G. The theme of the Annual Meeting is "Bringing in 2017 and the Community Together".
3. The next meeting of the committee is Saturday, Jan 7<sup>th</sup> 2017 at 10am in Casa Blanca Restaurant.

Mike Williams, Chair