

Hubbard Meeting Notes

August 6, 2018

Hubbard Reunion After Thoughts:

- Pictures took a lot of time
- Coffee Truck: \$389
- Portable Potty
- Tent: \$600
- More water for next year (get larger bottles next year)
- Baked goods for the Tea Cup Auction
 - 2 bundles next year
- Have a committee instead of a voting technique at the reunion?
- Have the meeting before lunch
- Having a separate account for special purposes only (stones, historical preservations, etc.)
- Make totes and hats for next year's Tea Cup Auction
- Total Amount Received: \$1,785
- Total Expenses: \$2,039
- Fundraising:
 - Blankets: \$30
 - Calendars: \$20
 - Shirts: long -\$25 and short -\$20
 - Cool Blue (Next Level 3600)
 - Khaki (Next Level 3600)
 - Fleece Jackets-\$40
 - Navy Blue
- Create a website

Hubbard Meeting Notes

February 13, 2019

- History Table
 - Family Tree (similar to 150th)
 - Put out albums, centralized in a place where everyone will be
- Teacup Auction
- Tent (Order in the spring)
- Food
 - Domenics or Jimmy's
- Potty ←research pottys to get the best price
- Coffee truck
- Aunt Pam, Uncle Dan and Robin are contributing money for liquor
- Get more water (larger bottles)
- Microphone/Speakers
- Store: \$15 per shirt
 - Mugs
 - Caps
 - T Shirts
 - Blankets
 - Keychains?
 - Refrigerator Magnet

-Preorder shirts, have people pick them up ahead of time. People ordering at the reunion pay an extra \$5

Hubbard Notes

June 27, 2019

Portable Potties: \$420

-1 Handicap, 1 regular

Tent: \$600

Food: \$400-\$450

Drinks: More water, less soda

-Pam and Dan are taking care of the wine

Total: \$1,420

Day starts at 11:30

-Meeting: 12:00

-Representative government instead of having a meeting every year

-Ask people to think about it and email Jimmy to nominate

-Begins July 2020

-Lunch: 1:00

Budget report written out and passed out during reunion

-Explain price increase from \$5 to \$15 per person

Hubbard Notes

7/5/2019

Total Amount: \$2,404.19 (as of 7/5/19)

--\$300.00 (Heritage fund)

\$2,104.19 (rounding to \$2,000 so you don't think you have as much)

Money leftover: \$2,000.00

Tent: \$600.00

Potties: \$420.00

Food: \$400.00

Drinks: \$150.00

Steven and Debbie—going to Jimmy's APizza this week

Ordering shirts this week:

-50 shirts (10 shirts have been ordered already)

-Ordering blankets (12) (2 in teacup auction, 10 in store)

-Alpha Broder: LB8711 (6 forest green and 6 navy)

-Cost: \$11.00 including embroidery

~\$20 a blanket to sell

-Ordering hats (12) (2 in teacup auction, 10 in store)

-Navy and khaki (6 navy and 6 khaki)

-Alpha Broder: AD969

~\$20 a hat to sell

-Mugs

~\$15 a mug to sell

Coffee truck at 5pm

Hubbard Notes

7/17/2019

Food:

- Jimmy's APizza: \$375.00
- Gabrielle's: \$55.00
- Total: \$430.00

Tent: \$600.00

Potties: \$425.00 (paid)

Coffee Truck?

Drinks are being bought on Friday by Steven and Debbie

- Ginger Ale
- Iced Tea
- Coke/Coke Zero
- Dr. Pepper?
- Diet Coke
- Water

Aunt Pam and Uncle Dan: bringing wine

See what people think about having elections every 4 years instead of every 2 years.

- Vote on it in 2020.

Percentage of money from the Hub Shop goes towards the Heritage fund and the rest goes to the general fund.

2019 Hubbard Reunion Notes

Meeting started at 12:03pm. Minutes approved from 2018.

Sales were made more on items last year than this year.

Costs were more this year because of extra expenses with potties, food, etc.

IDEA: representative government where you have several people outside of the committee and we meet a couple of times a year (a mixed group) so we're not taking over the reunion and we can get ideas from people. This would result in having almost no meeting at the reunions except for elections. Elect 3 people to represent (7 people total on the committee).

- Suggestions included having a trial run, shortened meetings, local representatives, meeting before eating, meeting should happen.

Motion: Motion moved to create 3 representatives. APPROVED

History Time:

- Create a new line item strictly for the history.
- Take 5% that is made today and put into history fund.
- Cap it at \$1,000.
- Donations can be made strictly to the history fund.

Motion: Motion moved to create history fund. APPROVED

Ron Lewis will look into creating a free website for the Hubbard family and donations/payment towards reunions can go through the website. Also good for family who live farther away.

Above 80 people at reunion this year.

If the numbers are going to stay, the expenses are going to climb.

Expenses for you are nothing for \$15 per person with everything you are getting.

Where is that \$1,000 going to come from every year?

Will we have to increase the costs per person? We don't want to! We have options....

- A. Tea Cup Auction
- B. The Hub Shop
- C. Donations

Committee has talked about re-electing the offices every 4 years. Representatives every 2 years. Will pass a motion on it next year.

Hubbard Reunion next year will be July 25, 2020. 165th Reunion.

Motion: PASSED.

Meeting ended: 12:42pm.

Hubbard Notes

8/9/2019

Reunion was 2 weeks away: thoughts?

- Meeting at the beginning of the day before we eat—went great!
- Compliments on bulletin. Definitely do that again next year.
- People need to sign the book when they register at the table.
 - Bigger table at the registration next year.
 - Make an email sheet for next year.
- 80 total people attended the reunion.
- Drinks/food was the perfect amount.
- Coffee truck for an hour/an hour 15 minutes.
- Tea Cup: \$380
- Store: \$404
- Hub Shop was a nice addition.
- Rock painting was fun and should continue.
- Update genealogy.
 - Have sheets for people to fill out with their family information.

- Some info is in the box from Debbie from Nancy Youman.
- No more mailing registrations; emails only.
- \$20 per person for next year? If you are under the age of _____, you are free.
- Grand total:
 - History Fund: \$400.
 - General Fund: \$1,308.38.
 - \$1,050 is needed for the potties and tent.
- Website possibilities?
 - \$500 start up.
 - One tab for people to get info on the family.
 - Donations can be given directly on the website.

Make a ballot for elections.

Look at notes from the past 5-10 years to help create bi-laws.

Hubbard Notes

1/24/20

Registration:

- Have to get as many email addresses as possible
- get emails at the registration table
- addresses, phone numbers, emails, and updated genealogy paper

By-Laws:

- No process of any kind
- Use Jimmy's church by-laws to create the Hubbard by-laws

Representatives:

- Look at nomination form

Officers: elect every 4 years? Propose idea at this year's reunion

Hubbard Notes

2/24/20

Tent is all set, coffee truck is all set. We just have to pay for the potties

Jimmys: all food except veggies

Mailings:

- updated mailing address, phone number and genealogy
- genealogy at picnic

- Election forms
- registration form
- nomination form

-initial letter/cover letter/invite

Hubbard Notes

4/22/20

-Hubbard reunion will be kept at July 25. Depends on COVID 19-might postpone.

Hubbard Notes

June 26, 2020

1. Food:

- 33 total people
- pie samples are being dropped off this weekend at the Hub
- hot dogs/hamburgers from BJs
- Dana will make Mediterranean pasta salad and pies
- \$838 in account, \$638 (total)
- 6 pies= 2 apples, 2 blueberries, 2 pears
- napkins, forks, knives and spoons from the Hub

2. Left message for coffee truck (mystery factor)

3. Tent:

- 20x20: \$325

4. Total amount left after food and tent: \$313

5. Borrow from the history fund to cover costs this year. Add an extra \$200 to the funds. Total amount after food and tent now: \$513

6. Items purchased from The Hub Shop by Steven Johnstone: \$50
New total: \$563

Hamburgers: \$80 (make our own?)

Hot Dogs: 40lb

Rolls: \$2.49 per 16 count

Lettuce

Tomatoes

Condiments

7. Registration Status: do we withdraw the option of no walk-ins? Yes. Must plan accordingly.

8. Extending deadline to Friday, July 10. Yes

9. Individuals:

- Grilling: Harry
- 2 Servers: must have gloves and can't touch tongs
- Check-In: Steve and Allie (ballots and registration book is at check-in)
- Allie: Update current contact information

- Meeting at noon
- Lunch at 1
- Coffee truck: 2:30
- Teacup Auction: 4pm

Hubbard Notes

7/10/20

Food-get more pies. 2 blueberry, 2 apples \$16 per person \$448 (food) + \$60 (pies) + tax = \$540 total
 Drinks- \$100
 Coffee truck- \$150 minimum
 Tent-\$325
 Total amount- \$2,250 (\$400 for History Fund)
 Total taken out- \$1,115
 Amount leftover- \$685 (estimated)

No nametags
 Teacup: Bonnie and Gyorgyi?
 Send email out to people attending asking if they have anything to give to the teacup auction
 \$5 a ticket

Using tents from Roger (2)

Check in: Steve
 Teacup: Bonnie, Gyorgyi
 Food: Harry and Darren
 Count Votes: Nancy, Brian C, Charlene
 Ballots: Allie (ballots will go into box. Give box to voters)
 2 or 4 year term?

Check In/Vote 11:30am
 Meeting at 12pm
 Lunch at 1pm
 Teacup tickets 2pm-3pm
 Coffee Truck/Dessert 3pm-4pm
 Teacup drawing 4pm

Allie: Financial report and minutes from last year
 Debbie-ask if Darren and Harry can serve food
 Steven-ask Bonnie about teacup

Hubbard Meeting Notes

7/24/20

11:30-12:00	Registration/voting
12:15	Meeting starts
1:00	Lunch
2:00	Hang out/buy tickets
3:00	Coffee truck/dessert

4:00 Tea Cup drawing

People will be dismissed to get food

2020 Hubbard Notes July 25, 2020

Meeting started at 12:19pm

Thank you all for coming!

Next year's reunion: July 24, 2021

History presentation: been on hold for a while

Hubbard Association is NOT a nonprofit organization. Please send checks to Allie instead of "Hubbard Family Association." Need \$5k cash flow per month in order to be an association.

Rules for Today:

- Have to maintain certain rules created by the government
- Food, drinks, tea cup area, tent, close together = wear your masks!
- Use plenty of sanitizer and wipes at station around property
- No potty this year-use the one inside the house
- Please go to the sanitizer station after going into the bathroom
- Wear masks when going to the coffee truck
- 2 people at a time at teacup auction
- Please use your pen for the entire day!
- 6 feet social distancing
- Lunch: different groups will go up at different times. Debbie will say when to go get lunch. Lunch will be served. Harry and Janet will be serving. Utensils are individually wrapped.

Tea Cup:

- Traditional tables then high end table (2 tickets for \$5)
- Tea shirts: left over items from Hub Shop. T shirts = \$5. Blankets = \$15.
- One item on Hubbard Facebook page for online auction. Will start tonight!

President: Steven Johnstone

Vice President: Janet Kelly

Secretary/Treasurer: Allie Johnstone

Representatives: Geoff Beard, Sheila Hebert

4 year terms

Original Hubbard records at the state library. Have to make reservations and wear gloves when looking at it.

Nancy Youman has pictures and Hubbard family items.

Meeting ended at 12:41pm

Cost of Items from 2020 Reunion:

- Coffee truck: \$150

- Tent: \$325

- Food: \$540

- Drinks: \$100

Total: \$1,115

Amount Generated from 2020 Reunion:

- Tea Cup auction: \$280

- Hub Shop: \$25

Total: \$305

Total Amount in account: \$1,823.98

Hubbard Plaque Fundraiser: \$160

Cost of Ornaments for Fundraiser: \$526.27

Amount Sold in Fundraiser: \$425

Connecticut Secretary of Treasurer for 2019 and 2020: \$50.00

Total amount in Heritage Fund as of 5/23/21: \$500

Total in account as of 5/23/21 (not including Heritage Fund): \$1,122.71

Hubbard Meeting 8/2/20

- What were thoughts about the past 3 years reunions?

 - 2018: 93 people

 - 2019: 86 people

 - 2020: 33 people (due to COVID)

- Finances: very low

- Food: Thoughts?

 - Potatoes weren't good, everything else was great

- About \$16 per person, \$15 total per pie
- Thoughts about Dana for next year? Yes!
- Thoughts on \$25 per person?
 - Differentiate for younger kids
 - Adults: \$25 per person
 - Children ages 6-12: \$10 per person
 - Under 5: Free

-By Laws:

- Have to write them soon
- Reaching out to Hubbards who are no longer able to be contacted
- Shortened meetings for the future: Yes
- Hubbard Website:
 - Everything is on there and accessible to everyone.

Hubbard Meeting Notes
10/10/20

Financial State: \$1,823.98 (\$500 in history fund)

Goal in the next few years: \$2,800-\$3,000 in the bank

Something to think about for future reunions:

Have to have:

Tent (\$600 cash)

Port-o-potty (\$487)

Total: \$1,100

Total leftover: \$223.98

Raising the registration price to cover expenses?

Coffee truck: \$5 per person? Still worth it

Different prices based on ages

By-Laws Handbook:

President:

- Attends all quarterly board meetings
- Is one voting member
- Presents comments, concerns and issues from the Hubbard family members to the board at quarterly meetings
- Assists elected officers
- Assists in planning and preparation of the reunion events
- 4 year term

- Assists in maintaining all family membership information and records
- Clause: If the President cannot complete terms or has to step down, the Vice President will fulfill all duties for the remainder of the term
- Runs quarterly meetings
- Sends out presidential letters and updates to Hubbard family member
- Can appoint specific tasks to individual board members
- The family representative for any local or state events and committees

Vice President:

- Attends all quarterly board meetings
- Is one voting member
- Presents comments, concerns and issues from the Hubbard family members to the board at quarterly meetings
- Assists elected officers
- Assists in planning and preparation of the reunion events
- 4 year term
- Assists in maintaining all family membership information and records
- Clause: If the Vice President cannot complete terms or has to step down, one of the representatives will be voted by the board to fill the vacant position for the remainder of the term
- If the President is unable to attend a meeting, the Vice President will fulfill all duties

Secretary/Treasurer:

- Attends all quarterly board meetings
- Is one voting member
- Presents comments, concerns and issues from the Hubbard family members to the board at quarterly meetings
- Assists elected officers
- Assists in planning and preparation of the reunion events
- 4 year term
- Clause: If the secretary/treasurer cannot complete terms or has to step down, the board will revisit splitting into separate positions
- No promotion for secretary/treasurer
- Assists in maintaining all family membership information and records
- Handles finances with VP and President and maintains all financial records
- Must provide all financial records and submit quarterly reports to Hubbard family members
- Website?
- Maintains all meeting minutes
- Handles all correspondences

Historian: (pending)

- not board member
- only has a vote in case of impeachment

Representatives:

- 4 year term (could change over time)
- Attend all quarterly board meetings
- Is one voting member
- Presents comments, concerns and issues from the Hubbard family members to the board at quarterly meetings
- Assists elected officers
- Assists in all planning and preparation of the reunion events
- Clause: If the representative cannot complete terms or has to step down, runner up from that term's election will be asked to fill position
- Representatives assist in maintaining all family membership information and records

Financial approval of spending

Nomination/voting on elections/voting process

Removing someone from office (what are the qualifications? How are they removed?)

Fundraiser:

- Ornament collection series
- \$15 per ornament
 - If you buy 5, get a 6th one free
- Deadline for orders: November 20th
- Shipped out: December 10th

Votes:

- Meetings at the Reunion-vote to eliminate and just leave announcements?
 - Yes: 5 - No: 0
- Approve minutes: Yes: 5 No: 0

-To promote more family interaction between family members at the reunions, meetings will be sent out to members

Hubbard Meeting 5/15/2021

\$500 in history fund

Total in account: \$1,122.71

New Name: Heritage Fund

Tent: \$600 (\$8/person)

Jitter Bus: \$5/person (for 75 people, \$375)

Bathrooms: \$425 (1 handicap, 1 normal) (\$5.67/person)

Drinks: \$3/person (\$225)

Food: \$11.95/person (for 75 people, \$896.25)
-get rid of potato salad and cheesecake

Total: \$2,296.25

Charge: \$30/adults \$15/child (ages 6-12) 5 and under: Free

No meetings anymore!

Registration due: July 1st

Late fee: \$35/person

No walk-ins!!

Tea Cup:

-Tray from Steven

-Flags from Brenda

-gift baskets from Allie

Pictures: Al Sullivan

August 15, 2021

67 people in attendance of reunion this year

Ice cream truck = PEOPLE LOVED IT!

Complaints: another salad, less veggie burger

Focus on getting the younger generations

Next year: pork, chicken, salads

Problem: If the ice cream truck was a big hit, do we need to limit one per person? YES!

Current funds: \$1,712.73
Heritage fund: \$500
Total: \$1,212.73

When is the next reunion? **July 30, 2022 (start at noon, check in starts at 11am)**

Changing the schedule? Starting it earlier in the day? Explore different price options.

Ornament for 2022: TBD

May 15, 2022

Current funds: \$1,446.59
Heritage Fund: \$500.00
Total Cash Flow: \$946.59

Tent: \$600

Potties: Tom Hill Septic Services: 1 handicap potty (\$275)

Food: pulled pork, pulled chicken, mashed potatoes, cole slaw, big salad, rolls, green beans (ask Dana about birthday cupcakes for Gene's 100th birthday)

See if Charlie Ferraro, Dorinda Bohr, Trenee, etc. to give a commemoration for Gene

Band: Tom Ryder and his son?

Wine: Pam and Dan

Saturday event only: check in starts at 10, day starts at 11, goes until 5

1:30-cake for Gene

2:00-Jitterbus

4:00-ice cream truck

Cost: \$40 per person, \$20 (ages 6-12), 6 and under (Free)

Jitterbus: ~\$200

Ice Cream Truck: ~\$300

Invites sent out soon: due back July 8th

\$10 late fee