

Berkeley High School Class 1962 Reunion Meeting January 2007

It was terrific to see so many folks at the Reunion Planning meeting last Saturday. **Thank you** again, Linda, for hosting these functions. Andrée will be emailing some photos soon.

The next Reunion Planning meetings will be: **Saturday, Feb. 24** at Linda's; **Saturday, March 24** at UC Berkeley Faculty Club and **Saturday, April 21** at Linda's. All the meetings will begin at 10:00 AM. **Save the Dates.**

Meeting Attendees: Suzy Pierce Coxhead, Valerie St. John Durbin, Linda Schacht Gage, Margie Hanson Hines, Janie Hearn Jensen, Ann Theobald Juell, Shirley Beachman Leeper, Shirley Odom McDonald, Andrée Morgana, Leslie Shelley Seltenrich, Beverly Toyu.

1. Review of Announcement and Reservation Form

- Andrée prepared the outstanding, eye catching graphics for the announcement, reservation and bio forms, which were at the printers and will be ready for mailing by 1/15.
- Andrée had investigated credit card payment services via a website reservation form as an option to paying by check. She recommends The Active Network which has special services for reunions including setting up a reservation form to our specifications, and an onsite biographical response form. The Active Network does not charge a set up fee or monthly fee but does charge a fee for each credit card payment processed. The fee is \$6.00. The consensus was that the charge should be passed on to the person paying by credit card as it was not included in the expense per person when determining the ticket price. Paying by check will not incur the additional charge.
- Andrée also investigated group email services and recommends Constant Contact at \$15 per month. After the reunion we may wish to continue occasional contact with classmates and if so, Constant Contact can be continued on an annual basis.

2. Status of Locating Classmates

- The database includes 350 classmates from January and June 1962 and January 1963.
- Send Suzy via email any classmates you have located.

3. Progress on various previous action items:

- Photographer/Videographer
 - * The consensus was that a still photographer was not needed. We expect that most people will bring digital cameras and there will be many photos taken.
 - * Linda Gage can hire a couple of her Cal journalism students for \$200 to video the reunion, including verbal comments from attendees. This was approved.
 - * After the reunion and depending on having money available, the Committee will consider having the reunion videotape edited and making it available for purchase. Editing takes time and will cost more money.

• Tours of the New BHS

- * Ann Alice Millward had contacted Triana Oristrinder from the Berkeley Public Education Foundation to arrange for tours of the campus. She would take a group on the tour.
- * The tour would take approximately 1 1/2 hours and 50-70 people could be in a group.
- * The tour must be given at one time during the day as it does cost the school to open up the campus and have staff on hand. The school does this without charge to the group as it is a way to get the alumni interested in the Foundation.
- * The two questions the Foundation needs to know are what time of day do we want the tour and how many people will be taking it? 11:00 AM on Saturday 4/28 is the time the Committee decided to have the tour begin. The number of people will be determined through the reservation response.

• Videos/ DVD of Classes/Memorabilia

- * Linda has a video of the year 1962 and what was happening in the world. She will get this to Ann for playing that evening in the memorabilia room.
- * A video of the 30th or 35th reunion was made. Ann will get a copy.
- * Linda loaned her BHS Cheerleaders outfit for the event...it looked great!
- * More memorabilia is needed...look in your closets and photo albums.

3. Time Line for the Evening and Key Dates Leading Up to Event

- Suzy passed out a draft time line for the evening including activity and persons responsible. The contract with the Faculty Club is for a six hour period, 5-11 PM. Groups are allowed two hours prior to the event for set up and decorating.
 - * Decorating will begin at 3:00 PM.
 - * Registration Table set up will begin at 5:00 PM. Check in will be from 6-7:30 and will be covered by 4 people per 45 minute shift. Everyone volunteered to help check in. **Val Durbin** will oversee check in.
 - * There will be two no host bars. The question is whether the bar tenders will take cash and make change or whether the Committee will have to sell drink tickets and make change. **Linda**, as contact with the Faculty Club, will ask how that is done. If the Committee is to sell drink tickets, a couple of people will be needed to stand by the registration desk to do that.
 - * At 7:30, there will be a welcome, a thank you and a description of the evening's activities. **Suzy** will ask Joe Mueller as Senior Class President to make the welcoming remarks.
 - * Shirley McDonald recommended that we acknowledge people who are no longer with us, at this time in the program. There are several ways this can be done. Names can be spontaneously and randomly given or several people can be given names to read off in order. The names will also be listed on a panel in the memorabilia room.
 - * Door Prizes: Tickets will be handed out at registration, which will require the classmate to keep the ticket stub handy. Ann will get BHS gear for prizes.
- A Countdown Time Line was also distributed.
 - * **Linda and Suzy** will meet with Kenna Richards, the Faculty Club Event Planner, no later than March 19 to finalize menu and all details.
 - * The Music Committee, chaired by **Janie Jensen** and including **Shirley Leeper** and **Shirley McDonald** will meet with the DJ, Michael Peterson, to firm up the song list and any dance activities they want to set that meeting up in February.
 - * **Andrée Morgana** will make the name tags, which will have the '62 photo of the classmate as well as their name. Guests name tags will only have their name.

4. Discussion of evening's entertainment

- The Music Committee will discuss various group activities and songs with the DJ. Group dances such as the Stroll are possibilities. Please advise what songs from the era, if any, you want the DJ to play and Janie Jensen will include them on the preferred song list.
- A MC for this part of the evening will be considered.

5. Other topics

- Shirley McDonald asked about party favors and recommended a luggage tag with the Reunion logo as one suggestion; it is low cost and useful. Party favors had not been thought of nor budgeted. However, they could be covered in the Decorations budget allocation.
 - * **Andrée** will investigate luggage tags and the charge per tag to add the graphics that she designed.
 - * (**Suzy** has since remembered that Ron Wolfman, a classmate, had owned a promotional gifts business and continues to work in the field. She will contact him for favor ideas and where to go for best prices.)
- Suzy suggested linking the BHS Class of '62 website with classmates' websites. Beverly Toyu owns a business, Toyu Ceramics and Life Masks, with a website. Hers will be the first site linked. As we learn of others, those will be linked.
- Other Prizes. In addition to door prizes, other prize categories were brought up such as the person who travels furthest to attend, etc. Other prize gifts than BHS gear and accessories were also discussed including popular restaurants in Berkeley. **Linda** will contact a few Berkeley restaurants and ask about a donation. **Suzy** will contact classmate Paul Kreider who owns Ross Valley Winery in San Anselmo for the donation of wine with a reunion commemorative label.

Join us at the Reunion Committee meeting Saturday, February 24!

Suzy