



RHS 45th Multi Year Reunion

Planning Meeting: Agenda

Sept 24, 2026 | 6:00 PM

Reunion Dates:

December 3–6, 2026

Meeting Zoom Link.

RHS 45th Reunion Committee Meeting

Time: August 27, 2026 | 6:00 PM Eastern

(Meetings will repeat monthly on the last Thursday.)

Join Zoom Meeting:

<https://us06web.zoom.us/j/88468664639?pwd=bmN79QJHrdT4SZR21yg8ll7CmMZ3YM.1>

Meeting ID: 884 6866 4639

Passcode: 709231

Meeting Location:

EMETSEEI Institute Office (in front of the studio)

1012 Florida Ave. S.

Rockledge, FL 32955

Planning meetings will continue **on the last Wednesday of each month** through November 2026.

Volunteers So Far:

Bill Kosiba, Charetta Covington, Lisa Davis Randall, Gary Fletcher, Mallory Harwood, Herb Johnson, Cheryl Simmons Grant, and Jeff Gilliard

Agenda Items
9/24/2026
6:00 PM – 7:30 PM

Current Committee Members: Bill Kosiba, Charetta Covington, Lisa Davis Randall, Gary Fletcher, Mallory Harwood, Cheryl Simmons Grant, Herb Johnson and Jeff Gilliard.

Present: _____

- 1. Finance Report – Jeff - \$1064.69 / Bill/Jeff & Herb contributed additional funds totaling 200.00**
 - a. Rockledge Gardens - \$332.00 rental + 100.00 Booking Fee**
 - b. \$200.00 Security Deposit Due by 11/23/26**
 - c. Insurance due by 11/16/26 – Jeff will provide/EMETSEEI**
 - d. Total rental costs/\$432.00 - \$200.00 will be refunded after event.**
- 2. Fun Stuff Committee - Lisa/Charetta/Cheryl/Mallory/Gary**
 - a. Decorations planning (there are some CRGC rules)**
 - b. Finalize DJ services**
- 3. Marketing Committee - Lisa/Charetta/Cheryl/Mallory/Gary**
 - a. Review Flyer / Media Campaign / Multi Class 1978-81**
 - b. Need to update email list / Due date 10/15/26**
- 4. Schedule - (Updates) - ALL**

Thursday, 12/03/2026, 4:30pm-5:30pm - WIP

Stroll Down Memory Lane: 1981 Classmates

Location: RHS (Herb Johnson working on details, it may have to be another night)

Thursday, 12/03/2026, 6:00pm-9:30pm

Meet & Greet Social: - Open to All Classes

Location: Beach Fly

Address: 513 Barton Blvd, Rockledge, FL 32955 /

<https://www.beachflybrewing.com/>

Friday, 12/04/2026, 8am-5pm

Offshore Fishing - Open to All Classes

On your own

Contact Bill Kosiba, 321-432-3170

Friday, 12/04/2026, 7PM-?

Friday Night Social - Open to All Classes

Events ending with a Cocktail.

Location: Twisted Birch

Address: 400 Barton Blvd, Rockledge, FL 32955 /

<https://www.thetwistedbirch.com/>

Saturday, 12/05/2026, 10am-5pm

Family Picnic - Open to All Classes

BBQ Lunch Free/Food-Burgers-Hotdogs-Chips-Etc./Iced Tea

Location: McClarty Park

Address: 790 Barton Boulevard

Rockledge, FL 32955 /

<https://www.brevardfl.gov/ParksAndRecreation/ParkDirectory/McLarty>

Saturday, 12/05/2026, (Set up starts at 4pm) 6pm-12:00am

Alumni Semi-Formal Dance/Dinner Night- Open to 1981 Classmates

Free/Food/Iced Tea/Water – Covered Dish's, Chicken Wings and Assorted Meats.

Music by: DJ 70-90's music – WIP (**Need commitment & costs**)

Location: Rockledge Garden Club

Address: 1493 S Fiske Blvd, Rockledge, FL 32955 /

<https://www.cocoarockledgegardenclub.com/>

Sunday, 12/06/2026, 11:30am-2pm

Sunday Brunch - Open to All Classes

On your own

Location: Twisted Birch– Planned/Final Announcement on Saturday night.

Address: 400 Barton Blvd, Rockledge, FL 32955 /

<https://www.thetwistedbirch.com/>

Announcements & Comments:

Needs: Cost for DJ services for the dance, decorations planning and budget, update flyer and email list by October 15, 2026.

Next Meeting Date: October 29, 2026, 6:00 PM

Adjournment: 6:37 pm

RHS-40th Reunion Committee Meeting - Minutes

Thu, Sep 24, 2026

Summary:

The committee advanced reunion logistics, outreach, and event planning.

- Balance confirmed at \$1,064.69
- Flyer corrections required before distribution
- Class email list due October 15
- Semi-formal dress code approved
- RSVP tracking planned for reunion events
- Brunch location remains unresolved

Action Items:

- * Jeff will follow up with Sharetta or Lisa to determine the status of the DJ.
- * Jeff will correct the flyer's image orientation and cropping.
- * Jeff will post the corrected flyer and updated event information.
- * Mallory Harwood will help update the Basecamp email list with current and missing classmate contacts.
- * Gary will assist Mallory Harwood with Basecamp access if needed.
- * Jeff will update the supplemental email spreadsheet with newly confirmed contacts.
- * Jeff will post the facility rules in Basecamp.
- * Jeff will change the reunion dress code to semi-formal on the website.
- * Jeff/Bill will notify Lisa and Cheryl that the dress code is semi-formal.
- * Bill will continue investigating whether Twisted Birch can host the Sunday brunch.
- * Jeff will investigate whether the website platform can support event-specific sign-ups.
- * Jeff will create individual Facebook events for the reunion activities.
- * Committee members will add known classmates to the contact list.
- * Bill will announce the brunch location on Saturday night.
- * Bill will post the brunch location announcement on Facebook.
- * Jeff will post the other reunion's venue change on the website.
- * Fun Committee will develop decorations and select a theme for the event.
- * Jeff will correct the reunion flyer.
- * Bill and Jeff Donated another 100.00 each, Jeff will update the records.

Key Discussion Points:

Finances, Venue Costs, and Initial Planning

The committee began with attendance and reviewed the reunion's financial position, including the Rockledge Gardens rental, Bill's donation, the security deposit, and insurance coverage. **Members identified decorations and DJ selection as remaining planning needs.**

Flyer Corrections and Website Coordination

The committee reviewed the reunion flyer and generally approved it. Members identified a **cropped front image and a reversed image on the back**, and a Jeff agreed to correct the flyer and post updated information while directing attendees to the website.

Email List Access and Updating Process

The committee established an October 15 deadline for updating the class email list stored in Basecamp. Mallory had difficulty locating the list, but the committee accessed it and clarified that members should add missing classmates, replace outdated contact information, and test addresses for validity.

Classmate Records and Supplemental Contact Lists

Members reviewed classmates and possible attendees, including Taylor Diamond and Frannie Steigner, while clarifying names and outdated entries. The committee also discussed a separate spreadsheet and handwritten records that need to be incorporated into the master contact list.

Venue Rules and Semi-Formal Dress Code

The committee reviewed facility rules covering wall decorations, trash disposal, and protection of the venue, with plans to post the rules in Basecamp. The group discussed the dance and its status as formal. The consensus was to not cause a burden on those without a formal evening gown or tuxedo it was decided that the reunion would be semi-formal and planned to update the website and notify relevant committee members.

Campus Visit Scheduling

The committee discussed possible dates and times for a campus visit during reunion week. Thursday and Sunday morning were considered, but the schedule remained dependent on confirmation from the school and Herb.

Evening Event and Brunch Venue Options

The committee reported that Twisted Birch is expected to remain available for the evening event. Sunday brunch at Twisted Birch is still being explored, with Rockledge Diner identified as an alternative if Twisted Birch cannot open for brunch.

Event Sign-Ups and Attendance Planning

The team discussed creating interactive website sign-ups for each reunion event, including the meet and greet, fishing trip, cocktail hour, picnic, formal, and brunch. They agreed to use both the website and Facebook events to gather approximate attendance numbers and support venue planning.

RSVP Eligibility and Class Outreach

The team clarified that it would be beneficial if everyone could RSVP for general events, and the stroll down memory lane and alumni dance are restricted to classmates. The reunion is centered on the classes of 1978-1981, with invitations extending to nearby graduating classes, and committee members were asked to add known classmates to the contact list.

Brunch Location Announcement

The team planned to announce the brunch location on Saturday night and post the information on Facebook. If the location changed after attendees arrived at Twisted Birch, they would place a sign on the door directing people to the new venue.

Website Update and November Availability

The team discussed a venue change for another reunion and agreed that the updated information should be posted on the website. Bill also announced he would be away on a 10-day tuna fishing trip in November but expected to have internet access while traveling.

Music, Decorations, and Promotional Materials

The major planning work was described as largely complete, **with music, decorations, and event promotion still requiring attention.** The team agreed that existing speakers and satellite radio could provide music during the Saturday daytime pavilion event, and they reviewed formatting corrections for the flyer.

Scheduling Constraints and Meeting Close

A participant requested that flyer corrections be sent by text or email because of a crowded schedule and early-morning commitments. The meeting then concluded after brief discussion of calendar demands.