

NON-PROFIT MEETING MINUTES FOR

RACE *for* **RESEARCH**

I. OPENING

President: Mickelina Monico

Date: Wednesday, April 16, 2025

Time: 7:00 pm (PT)

- Mickelina called the meeting to order at 7:15 PM

II. ATTENDANCE

- Mickelina Monico
- Mark Monico
- Kelly Monico-Love
- Angie Osborne
- Mary Piraro
- Kenny Piraro
- Denise DeMartini
- Theresa DeMartini
- Nicole Dozier
- Janet Monico
- Heather Snow

ABSENCES

- Raio Salmon
- Heather Pacheco
- Tori Kott

INFORMATIONAL ITEMS:

- Current Account Balance As of 4/14/2025
 - Actual Balance \$34,715.71 / Bank Balance \$32,785.71
- Celebrity Waiter Update
 - 52 Total
- MaxGiving Update
 - Current Fundraising Balance - \$37,935.00
 - Number of Table Sponsors - 22
 - Number of Individual Tickets - 49 + 2 Comped Tickets
- Auction Items
 - Current Item Count (*In MaxGiving*)
 - Silent = 99 / Live = 7
 - Pending Donation Count (*Not Entered into MaxGiving Yet*)
 - Silent = 33 / Live = 4
- Items Passed / Voted on Via Text
 - None

I. AGENDA APPROVAL

Committee Vote:

Motion to Approve Agenda by Kenny

Seconded by Theresa

APPROVED UNANIMOUSLY

II. PREVIOUS MEETING MINUTES

- Vote to Approve Minutes from 4/2/2025

Committee Vote:

Motion to Approve Minutes by Janet

Seconded by Angie

APPROVED UNANIMOUSLY

III. OLD BUSINESS

- Comment Cards
 - Info / Details for Card
 - Possibly send out an email survey in June/July through MaxGiving
 - Put a “blurb” in the program for feedback with RFR email address
- Review RFR Timeline

April	Collect Auction Items!!!!	
16	Board Meeting 7:00 pm P/U Centerpieces	
17	Have Run of Show completed and review with BOD in meeting on the 30th for approvals and or edits. P/U Centerpieces	Mary/Kenny/Janet and Cheryl will p/up centerpieces 4/17
20	RSVP + Hotel Deadlines + Mother's Day Basket Deadline Send proposed Run of Show to MC, Auctioneer, Guest Speaker(s), Auction Services, Tachi, for review Easter - Social Media Post	
21	Final Numbers to Tachi	
24	Program to Print	
25	Plaza Race	
26	Plaza Race	
27	Work Day	Mark's House 921 Cashew Way, Fremont
30	Board Meeting 7:00 pm	

- Review / Discuss Run of Show
 - Review ROS and ROS w/Comments

RUN OF SHOW w/Comments (red)

4:30 Prep for Opening (Registration/Champagne Service)

4:45 Board Group Photo

5:00 Doors Open and Registration Begins

- Champagne Service
- Tori (guest photos)
- Kaleb begins working silent auction

5:05 Prep Tiara and Cole for Speech

5:20 Driver's Meeting

5:35 Celebrity Waiter Group Photo/Dinner

6:50 10 Minute Warning for Section 1

7:00 Silent Auction Section 1 Closes

7:05 5 Minute Warning for Section 2

7:10 Silent Auction Section 2 Closes

7:10 Everybody Takes their Seats

- Hannah in position
- Dim ballroom lights
- Kaleb quiets the room

7:15 Slide Show (Because of St. Jude)

- Slide Show Presentation #1

7:17 Play Hero/Celebrity Waiter Slide Show (The Hero Song)

- Slide Show Presentation #2

7:17 Celebrity Waiters Enter with Salad Service

7:20 Kaleb Welcome Remarks

- Kaleb introduces Mickelina

7:25 Mickelina Speech

7:30 Main Course is Served

- Tip Jar Explanation

7:31 Video of Jesse Love

- Slide Show Presentation #3

7:32 Dinner Slide Show Begins

- Slide Show Presentation #4

7:49 Kaleb Introduces Freddie

7:50 Freddie Plays Heads or Tails

7:58 Tiara and Cole

- Slide Show Presentation #5
- Tiara presents Cole's story

8:06 Dessert is Served

8:10 Tip Jars are Collected and Taken to MaxGiving
(Tony Alosi, Hayden Saich, Ryan Holden, and Kyle Mentch to Put Tips in Envelopes)

8:15 Freddie: Live Auction

- Slide Show Presentation #6

8:40 Mickelina Presents Carson Video

- Slide Show Presentation #7

8:45 Freddie: Fund-A-Need

- Slide Show Presentation #8

9:00 Kaleb Introduces/Interviews Drivers

- Why did you sign up to be a Celebrity Waiter?
- How much do you think we will raise tonight?
- Additional time needed – St. Jude Trivia Questions
- Slide Show Presentation #9

9:15 Kaleb Announces winners for:

- Mother's Day Basket
- Top Three Celebrity Waiter Tip Winners
- Midget Ride Drawing (Tiara)

9:23 Check Presentation (Kaleb and All Drivers on Stage)

- Race For Research St. Jude Logo on Screen

9:25 Closing Remarks (Kaleb)

- Explain check out Service
- Remind Drivers to take photos at Step and Repeat Banner

- Sponsor(s) for Race for Research Race
 - Celebrity Waiters - \$250 (Top Finishing Waiter)
 - Need Sponsors for “4” More Classes

IV. NEW BUSINESS

- 2025 Race for Research
 - Updates:
 - REMINDER: Sponsorship Tables/Tickets & Hotel Deadline is April 20th!
 - Items Ordered/Received Updates
 - Extra Tip Jars (Anonymously Donated)
 - Table Number Frames (Anonymously Donated)
 - Table Sponsor Frames (Anonymously Donated)
 - Runners (Received)
 - Balloon Arches, Balloons, etc. (Received)
 - Tea Lights (Received)
 - Pens w/Logo (Anonymously Donated) (Received)
 - St. Jude Lapel Pins (Received)
 - Costco Gift Cards Ideas (\$225)
 - 13 x 13 Lighted Canopy \$170 and 2 chairs
 - ~~10 x 9 Lighted Tent \$100~~
 - ~~Folding Wagon \$97~~
 - ~~Table Top BBQ \$125~~
 - ~~2 Piece Luggage \$100~~
 - Gift Bag Update
 - Thank You Cards Created/Ordered (Anonymously Donated)
 - Key Chains (Anonymously Donated)
 - Keizer Tumblers (Donated)
 - Mother’s Day Jewelry-Every Other Bag (Donated)
 - Gift Tags Created/Ordered (Anonymously Donated)
 - Popcorn w/Label (Denise will get prices for cocoa and popcorn at Costco and text to committee next week)
 - ***Poppin’ with Purpose - For the Kids of St. Jude!***
 - Program Update
 - Submission Date by 4/25
 - All Donations/Sponsors must be Submitted by 4/20
 - Update Re: Meeting w/Tachi
 - Conference Room for Thursday Night for floral arrangements/bags for rooms etc. (only until 9-10 pm)
 - Cork Fee \$12 (discounted from \$19)
 - Motion by Denise to pay for corkage for champagne service**
 - Seconded by Heather**
 - APPROVED UNANIMOUSLY**
 - Hand Stamp/Bands for 21+
 - Tachi will pay for the bands if we cannot use a hand stamp (black light)
 - Tachi will check with management to see if we can use a hand stamp
 - April 27th Work Day
 - Time: 10:00 am
 - Janet suggested snacks or pizza for lunch

- Mary suggested going over the list of things needed and bring them to the work day or the day of the Gala
- Update Re: Meeting w/Freddie
 - Heads/Tail Game
 - Mickelina explained how the Heads/Tail Game works. Freddie said that we would raise more money for the Fresno State helmet by playing a game.
 - You pay \$25 to enter the game. Everyone stands up. Game players either put their hands on their heads or their hips. If Freddie calls heads, all with hands on their head stay standing. The rest sit down. The process repeats until there is just one last player standing.
 - The gentleman who donated the Fresno State helmet said that he usually pays \$5000 for the helmet at every auction that he goes to.
 - Mary suggested keeping the Fresno State Helmet for the Live auction and use the World of Outlaws Helmet for the Heads/Tail Game. ALL AGREED
- Next Meeting with Freddie on May 6th @ 1:15pm

○ To Do List

STATUS	ACTION ITEMS	NAME	NOTES
	Final Notice to Drivers	Mary	Wk of Event
Done	Wine	MP/KP	
Done	FAN (Fund A Need) Rack Cards for Each Place Setting	Mary	
Done	Step and Repeat Banner for Entry	Mark/Mick	
In-Progress	Sponsor Banner (Like at PRI)	MP/KP	
Ordered	Centerpieces	MP/KP	
Ordered	Welcome Gift for Guests Staying @ Tachi w/Thank Note + Event/Shuttle Info		
Done	Prepare a Work Day List of To Do Items!	Mary	
In-Progress	Table Signs (Create/Laminate)	Theresa	
Done	Checkered Flags		Have some from last year.
Received	Balloons (Need 100 Black, Red, and White)	Theresa	
	Post Major Sponsors on SM to Show Who's Involved		
In-Progress	Program Design + Auction Rules Sheet	Theresa	
In-Progress	Kleenex w/RFR Labels	MP/KP	Have Kleenex / Need Labels
	Review Waiter List-Contact Family Members Who	Mary	

	Haven't Purchased Tickets		
On-Going	Continue Driver Confirmations	Mary	
	Hoosier Decorations	MP/KP	
Ordered	Table Favors	Mary / Denise	
In-Progress	Check for Presentation	MP/KP	
	Assign Table Numbers / Seating Chart	Mary	
	Assign Celebrity Waiters to Table #'s	Mary/Heather/Raio	
	Layout Table Mapping, Drivers Stations on Floor Map	Mary/Heather/Raio	
In-Progress	Table Sign for Mother's Day Table	Theresa	
In-Progress	TIP Tickets (PRINT/CUT)	Nicole	
In-Progress	Dessert Toppers w/Race for Research logo	Mary	
In-Progress	Slide Shows	Mickelina / Theresa	
In-Progress	Kaleb's Notes / Driver List	Mary/Mick	
Done	Race For Research Flags (5)	Doziers	
In-Progress	Shirts for Race for Research	MP/KP +All	
	Print Silent Auction Item Bid Sheets	MAXGIVING	
Done	Easels for Items in Silent	Mark	Have from last year
In-Progress	Event Set-Up to Do / Duties	Mary	
	Print Documents - RUN OF SHOW / SEATING CHART / DRIVER INFO	Mary	
	Driver Names for Drawing (16+ Older)	Theresa	
In-Progress	Info for Kaci for Mother's Day Driver Names	Mary	
	List of Celebrity Waiter Info Names for Kaci	Mary	
	Print MaxGiving / Guest Info + Meal	Mary	
In-Progress	Lapel Pins	Mickelina	Check w/St. Jude
	St. Jude Mylar Balloons	Mickelina	Check w/St. Jude

○ Review Items Needed

ITEM	NAME
Arch Balloons	Theresa
Balloons (BLACK/RED/WHITE)	Janet

BANNERS FOR EVENT from Sponsors	MP/KP
BIG Marker (Presentation Check)	MP/KP
Black Sharpies	MP/KP
Cellophane	MP/KP
Champagne	Mick/Mark
Colored Stickers (Special Meals)	
Command Strips	
Display Stands	Mark
Dolly's	MP/KP + Mark
Duct Tape	MP/KP
Electric Air Pump	Heather P/Theresa/Heather S
Envelopes for Celebrity Watier Tips	Denise/DONE
Extension Cords	
Gloves (White) - FOR SERVERS	Heather Snow
Glue Guns	MP/KP
Hand Trucks	MP/KP
HDMI Cable - MAC	Mick/Mark
Helium	Heather P.
Laminator	MP/KP
Laminator Sheets	MP/KP
Laptops	Mickelina/Mark
Names for Table for Tip Jars	
Paper	
Paper Clips	
Pens	
Phone Chargers	All
Poster Holder	
Power Strips / Pig-Tail	
RFR Checkered Flags	Nicole
Ribbon	MP/KP
Scissors	MP/KP

Shipping Tape	MP/KP
Silver Sharpies	MP/KP
Stapler	MP/KP
Steamer for Banner	Theresa
Step and Repeat Banner for Entry	Mark/Mick
Sticky Notes	MP/KP
Table Cloth - RFR (Registration Table)	Mick/Mark
Table Easels	Mick/Mark
Tape (Scotch)	
Tip Tickets and 4 Pens for each table	Pens ordered
TRIVIA CARDS / Q&A + ANSWERS FOR AUCTION TABLES	
Tip Jars	Denise/DONE
Celebrity Plaques (Citywide Graphics)	KP/MP + Dozier
Wall Fasteners	
Weights for Step-And-Repeat Banner	Dozier
Wine	MP/KP

Mary to send out a text message to drivers re: ticket sales, hotel deadlines, celebrity info, etc.

V. ADJOURNMENT

Meeting adjourned at 8:06pm

2025 MEETINGS - ALL MEETINGS @ 7 PM

April 30th

May 7th

2025 WORK DAYS:

Sunday, April 27th

RACE FOR RESEARCH - FRIDAY, MAY 9TH

SET-UP BEGINS @ 6AM