

# **Happy Trails RV Club Executive Committee Meeting**

## **November 24, 2020**

Present: Conrad Revenig, Lorraine Taylor, Lora Newby, Kayo Downey  
Not Present: Robert Britton

The meeting was called to order by President Conrad Revenig. Minutes of the February 25, 2020 meeting were distributed. The Treasurer's Report was distributed.

### **Job Descriptions**

Each executive committee member will draft the job description for their position and consult with previous person if needed. Each job description should be dated. After review and approval, job descriptions will be organized and posted on the website. Conrad will maintain the group email list and send out all emails to members. Lora will create/maintain sign-in sheets (required for Covid-19 precautions).

### **Covid-19 Considerations**

NC2 room capacity is currently limited to 50 people per Covid-19 restrictions. At this time, meetings will not include food or tables. Chairs will be spaced as much as possible. Lorraine will purchase hand sanitizer and Conrad will research best cleaning solution (spray?) to use on chairs and tables. Estimate 30 attendees for December meeting. The executive committee will do chair set-up, sign-in table and Executive Committee member table for the December 3 meeting scheduled to begin at 5:00 p.m.

### **Rallies**

The December & March East Valley Rallies are still on the schedule. The Brittons are coordinating both.

### **Coordinators/Committees**

The only unfilled positions are the Program and Meet-Up coordinators. Because of Covid-19 restrictions, neither will be needed at this time so will plan on finding coordinators next February or March to fill the remaining one year term for the 2021-2022 season.

### **Christmas Gifts for Angel Tree**

Conrad will contact Virginia Frieburg to determine if she would be willing to shop for two children from the Angel Tree. Recommend raising this budget item to \$150 total (\$75 for each child).

### **Rig Signs**

Lorraine will forward new member information to Lora, who will create the rig signs and send them to Conrad for lamination.

### **Happy Hours**

Happy Hours will commence in January. Conrad will notify members of November & December happy hour cancellation.

Meeting Adjourned.

Respectfully submitted, Lora Newby