

# 2024 Schaefer Reunion Minutes & Action Plan

Date:	6.17.23
Time/Where:	9 AM / The Abbey Belleville IL, Zoom
Attendance: Paul Bauer, Mary Clement, Mary Kay Carroll, Andrea Mueller, Heidi Schmidt, Kathy Friederich and, Krista Call	

- We started the meeting off by talking about the Schaefer family and the family tree that Aunt Doll made. Paul has created a spreadsheet with names and birthdates from that family tree and will share it with the committee.
- They are 44 grandchildren of Pete and Bertha Schaefer.
- We reviewed each reunion team job and talked about any questions or concerns.
  - Program Activity Team
    - Mary Kay and Janelle will start tracking down family contact information. They will put the family contact information in a document that can be updated online. They will begin with the family representative's used during Aunt Joan's illness. The family representatives: Mary Kay Carroll, Mary Clement, Holly Irving, Janelle Kozsdiy, Andrea Mueller, Elli Schaefer, and Jackie Schaefer.
    - We talked about games and entertainment at the reunion.
      - All committee members will start gathering clothes for the Bag Game.
      - Terry Carroll may help with the live music at the reunion.
      - We also discussed a sing-along at the reunion, like in the old days.
      - Make icebreaker games in the beginning of the reunion. To get people to socialize.
      - Kathy called me later to tell me about possibly playing Schaefer Trivia. That would mean gathering information about the family. We will discuss at next meeting.
  - Marketing Team
    - Heidi said she would assemble 2 or 3 samples of a family logo and present them at the next meeting for review and discussion.
    - Kathy had a great idea of using a picture of the Schaefer house as the logo. As she put it, that is where it all started!
    - In one of her design software programs Heidi will remake the family tree that Aunt Doll made.

- Finance Team
  - Paul will, at some point, open up a Schaefer Reunion bank account.
  - We talked about using Venmo or Paypal to get money into the account.
  - Every team should submit estimated expenses to Paul as soon as possible so he can start to put together a budget and figure out the cost per family to attend the reunion.
- Family Historian Team
  - Paul, Mary Kay and Janelle will work closely with Mark Voegtle (Jackie can not be on the team due to other obligations) to provide him with updates on the family tree.
  - The historian team will start working on a family questionnaire to compile family history.
- Hospitality Team
  - We talked about the reunion families providing all the food.
  - We discussed BBQing the meat at the park and everyone else bringing the side dishes. The meat cost would either be included in the family cost to attend the reunion, or families sign-up to bring the meat. Andrea would make the sign-up sheet specifying what type of meats.
  - Andrea talked about having families listed alphabetically to organize the food sign-up.
  - We did decide it might be too expensive to have the food catered.
- Schaefer Family Reunion Website: We all agreed a website would be a good idea and Krista will look into creating and launching the site.
- We discussed where the reunion should be held. Everyone agreed it would be nice to have somewhere that may have both indoor and outdoor options (or at least a shelter)
  - Fletchers (old Clinton Hills Golf Course) Swansea
  - Rock Springs park in O'Fallon
  - Catholic War Vets – outside of Belleville toward Smithton
  - Shiloh Park – Klucker Hall
  - Fairview Heights Long Acre/Moody Park has a big pavilion with a kitchen.
  - Schranz Park has a hall with an outdoor area – Swansea.
- Tentative date for the reunion, Saturday June 8, 2024, with an alternate date of June 15, 2024

## Action Plan

Mary Kay	Will call and get information on possible places, Rock Springs, Fletchers, Catholic War Vets, Shiloh Park, Fairview Long Acer, and Schranz Park. Provide report for next meeting.
Mary Kay Janelle	Start gathering family contact information and put it in a Google doc.
Heidi Kathy	Start working on the family logo and theme of the reunion.
Paul Mary	Start working on information about securing a bank account. Start putting together a budget with input from the teams. Share the family tree spreadsheet.
Mark	Start compiling questions to gather family information.
Andrea	Start to organize how the food menu will look and who is in charge of bringing what food.
Krista	Start creating a Schaefer Family webpage. Start building surveys and a newsletter.

**NEXT MEETING JULY 9 @ 9 AM CT AT THE ABBEY/ZOOM**

