

RoundUp Committee Monthly Business Meeting Minutes

Meeting Date and Time: November 12th, 2025. Time of Meeting: 6:00 PM

Meeting Location: United Methodist Church 30 Carew St. South Hadley, Massachusetts 01075

The regular meeting of the Business of the 2025 RoundUp Committee was called to order Wednesday November 12th, 2025 at the United Methodist Church by the RoundUp committee chair.

Treasurer's Report:

- Treasurer's report accepted

Location Sub Committee Report:

- RoundUp committee chair Jill reached out to the Wesley United Methodist Church to discuss May 29th and May 30th as available days for 2026 RoundUp.
- The committee is waiting for confirmation for May 29th and May 30th from church.
- The church confirmed that the kitchen will be available for use during the two days of the RoundUp.
- Jill confirmed with the church that we can host up to 200 attendees for the RoundUp.
- The RoundUp committee will be responsible for cleaning up and maintaining the spaces of the church that will be utilized during the RoundUp.

Registration Sub Committee Report:

- Beatrix to design the "Save the Date" flyers
- The committee discussed avoiding using "QR" codes for the pre-registration process
- The committee discussed using the traditional methods for the pre-registering process such as using the Area 31 website and physical forms.

Program Sub Committee Report:

- A rough draft of the program has been created.

Hospitality Sub Committee Report:

- No new information or discussion to report

****Notes****

- Committee chair Jill to visit district meetings as well as various home groups to talk about what the RoundUp is and its purpose in Area service.
- The committee discussed having a dedicated crew of volunteers from either the RoundUp committee and or attendees to be responsible for cleaning up and maintaining the church space being utilized.
- The committee discussed providing a “volunteer sign-up sheet” that could allow pre-registering attendees to be part of a clean up crew.
- The committee discussed providing a “volunteer sign-up sheet” that could allow pre-registering attendees to be part of a set up crew.
- The committee discussed having food catered to the RoundUp only on that Saturday.
- The committee discussed providing pre-registering attendees with a survey they can complete during the registering process to gain feedback on the RoundUp prior to the event.
- The committee discussed having a finger-food / deli platter and soft drinks available during the RoundUp.
- Art to speak with a personal friend to discuss possible coffee arrangements for the RoundUp event.