

The Houston Cake Club

January 28, 2014

Larry's Arts & Crafts

Pasadena, TX

Pat Wiener called the meeting to order at 10:10 am with 4 members present.

Lori Gust was prepared to demo, but Pat decided to go directly into the business meeting.

The minutes were presented. Vonda Prieto moved to accept the minutes and Lori seconded the motion. The motion/minutes passed.

Helen Osteen presented the Treasurer's report. Vonda Prieto moved to accept the Treasurer's report and Lori Gust seconded the motion. The motion/report passed.

Pat Wiener read the nominations emailed to her:

- Susie Jahn nominated Retta Pryor for Secretary, and Mary Nicholas for Treasurer.
- Kathy Brinkley nominated Jan Hutto for President.

Helen Osteen read the nominations emailed to her:

- CJ Clay nominated Lori Gust for President.
- Retta Pryor nominated Jan Hutto for President and Kathy Brinkley for Vice President.
- Jessica Lopez nominated Pat Wiener for President (Pat declined), Kathy Brinkley for Vice President, Jan Hutto for Secretary (Jan declined), and Helen Osteen for Treasurer.

Lori Gust nominated CJ Clay for Vice President.

Pat Wiener nominated Susan Shannon for Secretary, but Lori Gust had already talked to her and she declined the nomination.

Vonda Prieto nominated Casey Marchan for Parliamentarian.

	accepted		nominated
President	yes	Lori Gust	CJ Clay
	yes	Jan Hutto	Retta Pryor
	no	Pat Wiener	Jessica Lopez
Vice President	yes	Pat Wiener	Retta Pryor
	yes	Kathy Brinkley	Jessica Lopez
		CJ Clay	Lori Gust
Secretary	no	Jan Hutto	Jessica Lopez

	no	Retta Pryor Susan Shannon	Susie Jahn Pat Wiener
Treasurer	yes	Helen Osteen Mary Nicholas	Jessica Lopez Susie Jahn
Parliamentarian	yes	Casey Marchan	Vonda Prieto

Meeting adjourned at 10:33 am.

Minutes recorded by Helen Osteen.

The Houston Cake Club

February 10, 2014

Larry's Arts and Crafts

Pasadena, TX

Ref: Minutes for Special Board Meeting

Meeting called to order by Pat Wiener at 1:07 pm with Pat Wiener (President), Kathy Brinkley (Vice-President), Helen Osteen (Treasurer) and Jan Hutto (Secretary) present.

The Houston Cake Club meeting held on January 28, 2014 had only 4 members in attendance due to the inclement weather. The HCC constitution (Article 7) states that a quorum of 5 members is required for business to be conducted.

Article 4 Section 2 of the By-Laws states that nominations shall be made from the floor in January each year. Therefore, ALL January nominations are NULL & VOID. Board nominations will be accepted from the floor during our regular meeting on February 25, 2014.

There are no provisions in our By-Laws for the position of Parliamentarian. Therefore, Robert's Rules of Order state that the Parliamentarian shall be appointed by the president. The position of Parliamentarian will be announced at the April 22, 2014 meeting by the newly elected president...

Elections will be held at our March 25, 2014 meeting. VOTING will be accepted electronically, by mail, or at the meeting, but, NOMINATIONS can only be accepted from the floor at the February meeting. Keep in mind that dues must be current and a member must be in good standing in order to nominate or vote (By-Laws Article 1, Section 3); dues must be paid in full by February 23, 2014.

The Constitution & By-Laws are available for viewing at the club website under the Members Only section. For those members who do not have access to the website, a copy can be obtained from the Secretary (Jan Hutto).

Meeting adjourned at 3:13 pm.

Minutes recorded by Jan Hutto, Secretary

The Houston Cake Club

February 25, 2014

Larry's Arts and Crafts

Pasadena, Texas

Retta Pryor demonstrated chocolate techniques.

Club members provided food/refreshments for our annual appreciation day for Larry's employees.

Pat Wiener called the meeting to order at 10:35 a.m. with 30 members present.

November 2013 minutes were presented. Casey Marchan moved to accept the minutes and Susie Jahn seconded the motion. The motion/minutes passed. Minutes from the special board meeting dated February 11, 2014 were presented. Bonnell Templet moved to accept the minutes and Retta Pryor seconded the motion. The motion/minutes passed. Minutes from the special board meeting dated February 18, 2014 were presented. Lori Gust questioned if the decisions set in the minutes were a unanimous consensus by the board members. The 3 board members in attendance at the general meeting indicated that they were. Lori said that Helen Osteen indicated to her that she did not agree with #2 on the minutes. Sandra Hughes said that Lori's point was hearsay and could not be validated. Several members said that would make the minutes accepted as presented. Lori Gust said that she was concerned that the board was taking on more power than set by our constitution and by-laws. She also didn't feel that the membership could vote on minutes from a meeting they did not attend. Jan Hutto said that the board presented the minutes as was required and the board was asking for receipt acknowledgement from the members. The minutes stand as presented. Retta Pryor asked that the date in #1 be corrected to November 19, 2013.

Pat Wiener explained that the purpose of the board meeting on February 18, 2014 was to discuss some issues with club members getting along. She said that in 2008 the membership/board voted on and created a Conflict Resolution Committee whose sole purpose was to resolve said issues. Pat added that members come and go and the need for the committee is not constant. She said The Conflict Resolution Committee (CRC) will be formed with the election of the new board. Bonnell Templet asked about the procedures for presenting a complaint to the committee. Pat Wiener said that the complaint should be made in writing to the board. She said that the complaint would be forwarded to the CRC, and they would discuss the complaint and would present their resolution to the board (In the event of a tie vote between members of the CRC, the Parliamentarian would cast the deciding vote concerning the resolution). The CRC would then present their resolution to the board. Orlean Meuth asked if CRC consisted of the Parliamentarian and 2 club members.

Lori Gust asked why the members were being asked to vote on the special board meeting minutes. Susie Jahn acknowledged that the members received a copy of the board meeting minutes and Mary Nicholas seconded the acknowledgement.

The January Treasurer's report was presented. Bonnell Templet moved to accept the Treasurer's report and Diane McCoy seconded the motion. The motion/report passed.

Bonnell Templet asked about the By-Laws Article 5, Section 4 (auditing the accounts). Pat Wiener indicated that would be up to the new board to put into effect. Retta Pryor mentioned adding an inclement weather clause. Pat said that would be an issue that the new board could address.

Pat Wiener thanked Retta Pryor for her demo. She also mentioned that demo/refreshment list for 2014 was being passed around. Pat said that we need help filling in the empty spaces.

OLD BUSINESS

Bonnell Templet said that she missed the November meeting, and was confused why the location for the Christmas party had been changed. Kathy Brinkley said that someone brought up a new location, we voted on it and it passed. Bonnell questioned if we are starting a trend to change our minds – she stated that if club members vote – shouldn't the subject be done. Susie Jahn said that we should not keep voting until the few are happy. Sandra Hughes said that she felt like we had been railroaded. Kathy Brinkley said that Lori Gust mentioned that Brady's Landing was cheaper – then the meeting proceeded to get out of hand. Bonnell Templet asked that once we agree and vote – shouldn't the topic be left alone? Pat Wiener said that she has noticed that we get in a hurry to vote on a subject. She feels we should slow down and consider all the information before we vote. Retta Pryor said that once we vote on a topic and pass it – that's it. Pat Wiener mentioned that there are always exceptions that come up. Mary Nicholas mentioned that since a deposit had been given to The Monument Inn, she thought that meant we could not change the venue. C.J. Clay said that we voted and the majority picked Brady's Landing. Mary Nicholas said that some of the members who voted for The Monument Inn in October were not present at the November meeting, therefore, they did not get to voice their choice.

NEW BUSINESS

Nancy Olivares said that she had contacted Kacey Lackie for class prices. She said that she does a good variety of techniques (structure and 3D cakes) that would be great for class associated with our CDE. The prices she was able to obtain were \$1500 for 12 students/day, \$1800 for 15 students/day. Kacey also requires a \$1000 deposit to secure the date. Nancy said that she also asks that we pay for their flight, cover shipping of materials, pay hotel, lunch, and transportation to and from the airport. She said that Nigel the Owl is her most popular class. Pat Wiener asked Nancy if Kacey would be willing to do classes for 2 – 3 days.

Retta Pryor said that the chocolatier at The Chocolate Gallery in College Station is interested in doing classes and demos.

Casey Marchan said that Jennifer England would be another choice for teacher/demo. She said that she does the hand painted stained glass cake. Casey mentioned that Jennifer is located in Virginia and her website is La Bella Torta.com.

Pat Wiener asked everyone to get all the information on the instructors they have proposed and bring it to the next club meeting for discussion.

Margaux Mann asked if the club pays airfare for instructors. Pat Wiener said that we have not done that in the past, however, we have to look at all the prices and see what the options are.

Elma Vega mentioned two disruptive students in the Debbie Brown class that she attended. She asked what can be done to prevent that from happening because it made it impossible to hear Debbie while she was teaching. Pat Wiener said that normally there is a board member in each class, and they could possibly control that situation. However, Pat said that it is ultimately up to the instructor to control the class and its students. Bonnell Templet mentioned that Karen Vasquez's assistant – Vivian – helped when you had a problem and did not distract Karen from teaching. She added that the two ladies pulled Debbie's attention away from teaching the class. Ronnie Bochat asked if we have contracts with our instructors. Pat Wiener said that some teachers have contracts and some do not. Elma Vega said that she could not finish her class and wanted to ask for a refund.

Retta Pryor mentioned that the table of culinary students sitting at a front table at the CDE were loud. She asked if it would be appropriate for a member to approach them and politely ask them to not disrespect the rest of the audience.

Margaux Mann inquired if club members are allowed to sign up for classes before the general public. Pat Wiener said that most people register immediately after the meetings. She added that we post the class information on our website where members can register for classes.

Kathy Brinkley mentioned that there will be a TX ICES DOS in College Station on March 23, 2014 at the High School. You can register on the TX ICES website. She said that the culinary students will be providing lunch for the event.

Pat Wiener announced that we will hold board nominations today. She added that we will elect the new board in March. The nominations are as follows:

Secretary

Mary Nicholas nominated Bonnell Templet (accepted)

Treasurer

Sandra Hughes nominated Helen Osteen (accepted), Susie Jahn nominated Mary Nicholas (accepted)

Vice President

C.J. Clay nominated Nancy Olivares (accepted), Martha Hickman nominated Kathy Brinkley (accepted), and Diane McCoy nominated Pat Wiener (accepted)

President

Retta Pryor nominated Jan Hutto (accepted), C.J. Clay nominated Lori Gust (accepted)

Pat Wiener said that we will vote at the meeting next month. She added that eligible members can vote electronically, by mail, or at the meeting. Retta Pryor asked if the nominations are now closed. Pat Wiener said yes – noting that our By-Laws state that nominations must be made from the floor. Jessica Lopez asked about electing the Parliamentarian. As there is no provision for the office of Parliamentarian in our By-Laws, Robert's Rules of Order state that the Parliamentarian is appointed by the chair.

Lori Gust asked that we get Helen to send the list of nominees & the ballot out to our members.

Retta Pryor mentioned that our membership list on the website needs to be updated.

Pat Wiener announced last call for raffle tickets.

Georgia Hicks won the raffle.

Meeting adjourned at 11:50 a.m.

Minutes recorded by Jan Hutto, Secretary

The Houston Cake Club

March 25, 2014

Larry's Arts and Crafts

Pasadena, Texas

Pat Wiener demonstrated techniques with wafer paper.

Kathy Brinkley and Jan Hutto provided refreshments.

Retta Pryor introduced Jennifer (a RN graduate at Lee College). She asked if any member would be interested in donating a half or full sheet cake for their college graduation ceremony on May 9, 2014. Jennifer indicated that the students pay for the refreshments for the ceremony and said that they are lacking approximately 2 sheet cakes for the event. Pat Wiener said that we would have her contact information for any member who might be interested.

Pat Wiener called the meeting to order at 11:10 am with 31 members and 2 guests present.

Pat Wiener asked that we introduce ourselves.

The minutes for February were presented. Lori Gust said that Pat Wiener stated that no board follows the by-laws. Pat Wiener indicated that her statement was a club/group we haven't followed the by-laws strictly. But, she felt the new board would work together to follow the by-laws. Marissa Beltran moved to accept the minutes and Georgia Hicks seconded the motion. The motion/minutes with the amendment passed.

Helen Osteen presented the Treasurer's report. She indicated that it was a 2 month report. Helen said that we had income in January even though we did not have a meeting. She said that we have 74 members with 62 being active. Kathy Brinkley moved to accept the Treasurer's report and Susan Shannon seconded the motion. The motion/report passed.

Pat Wiener said that the 2014 refreshment/demo sheet would be passed around. Kathy Brinkley said that we need demos for July, August, October and November.

OLD BUSINESS

Retta Pryor sited our By-Laws, Article 1, Section 2 & 3. She asked if someone is not in good conduct, can they nominate in the elections. She also inquired if they are not in good conduct, can they vote in the elections? Susie Jahn said that the member should be investigated for the infraction. PJ Jenkins thought it was a moot point until the member is deemed not in good standing. If we don't have an official decision, we have to form a committee for that determination. Pat Wiener said that until that happens, we have to stand with our decisions. Retta Pryor did not agree. She said that if the member is not in good standing, they should not be allowed to nominate or vote. Celia Diaz brought up the last meeting. She said if we vote, we should stand by that vote/decision. Pat Wiener indicated that a committee would be formed to look into the situation.

Lori Gust gave a brief history of the Conflict Resolution Committee. She said that it was formed because of an issue a few years ago. She said that the Conflict Resolution Committee (CRC) studies the issue and forms possible solutions. It then presents its findings/resolutions to the

board. The Board reviews the CRC's findings/resolutions and presents it to the membership. The members vote to determine the final resolution to the said issue. Retta Pryor feels that members should be allowed to read their letter/complaint to the membership. Pat Wiener said that the committee needs to be enacted to handle the issue. She indicated that the new board will handle the committee's formation.

Pat Wiener asked for any other Old Business. Nancy Olivares said that she needs to have some kind of decision for Kaysie Lackey as her assistant indicated that her available dates are getting tight. Pat Wiener said that we would carry that over until the new board is elected.

NEW BUSINESS

C.J. Clay indicated that the Southeast Texas Cake Club is holding its DOS in Winnie on April 6, 2014. Pat Wiener indicated that there is a list of other functions in the newsletter.

Bonnell Templet indicated that Elizabeth Dickson is holding classes at the Cake Craft Shoppe in April or May.

Lori Gust said that she has had 3 requests for vendor packets for our CDE. She said they need information so that they can reserve their booth for our event.

Pat Wiener asked that ballots for the election be counted while we talk about the CDE.

Retta Pryor asked why the attendance of the board nominees was included in the newsletter now when it had never been done before. Helen Osteen indicated that 3 non-local members asked about meeting attendance by our candidates. Helen said that dues must have been paid by February 23, 2014 in order to vote. Mary Nicholas asked if a person is not eligible to vote, should they be allowed to nominate? The issue is not addressed in the By-Laws.

Pat Wiener asked for each candidate to say a few words.

PJ Jenkins said that she is a member of other cake clubs. She said if there is division, we can't move forward as a club. PJ said that she has taken a sick day to attend our meeting, and feels that all the strife is not fair to members like her. She said the meetings need to be nice & about cake – not politics.

Kathy Brinkley said that Bonnell Templet (new secretary) and Sherry (Larry's) will count our votes.

Kathy Brinkley said that we need to get on track with the CDE. Nancy Olivares said that she sent information to the board. Kathy Brinkley and Jan Hutto indicated that all they received was a supply list. Kathy indicated that we need to have pictures to see the class subject. Celia Diaz asked if someone had an I-Pad so that we could see pictures. Kathy Brinkley also suggested that Dawn Parrot had a rectangular filigree box class that is not expensive (\$85-\$90 for a one day class). Helen Osteen added that we usually add a \$5 charge/student for lunch. Nancy said that Kaysie usually charges \$500 per class. PJ suggested Karen Portaleo from Atlanta. Retta Pryor asked about skill level for Kaysie's classes. Nancy indicated that she teaches all skill levels. Nancy said that we have the option to purchase our own supplies which would probably lower the class fee.

Celia Diaz asked about an agreement to pay for the instructor's airfare. She wondered if we had done that in the past. PJ Jenkins asked if we could present the option to her to pay her own airfare. Nancy Olivares said that option would probably restructure her class fee. Pat Wiener

suggested that we present that to her and ask for a final class price. Lori Gust said that she felt that was not fair to ask her for a new price. She suggested we tell her that we are interested in 3 days of classes. Retta Pryor mentioned that chocolatier from the Chocolate Gallery in College Station and said that he was interested in demonstrating.

Sandra Hughes suggested that Joshua and Jason come back to Houston. Susie Jahn said that Jason does not teach classes anymore.

Pat Wiener said that we would table the discussion until next month. She said that we would be asking for committee chairs and volunteers for the CDE.

Casey Marchan asked what the status is for the 501. Helen Osteen indicated that she was going to start working of the 501 application.

The votes for the new Board were counted and the results are:

Secretary – Bonnell Templet, Treasurer – Helen Osteen, Vice-President – Kathy Brinkley,
President – Jan Hutto

Pat Wiener announced last call for raffle tickets.

JoAnne Renteria won the raffle.

Meeting adjourned at 12:30 pm.

Minutes recorded by Jan Hutto, Secretary.

The Houston Cake Club

April 22, 2014

Larry's Arts and Crafts
Pasadena, TX

Pat Wiener demonstrated Sugar Veil using different mats, molds and piping.

Eunice Estrada and Kathy Brinkley provided refreshments.

Jan Hutto called the meeting to order at 11:16 A.M. with 17 members and 0 guests present.

Jan asked everyone to introduce themselves and to tell the group how long they had been members of The Houston Cake Club. Several of the members present stated they were charter members of the club.

The minutes from the March meeting were presented for club approval. Pat Weiner moved to accept the minutes as presented and Sandra Hughes seconded. The minutes were voted upon and passed.

Helen Osteen presented the Treasurer's Report for the month of March. There was an income of \$137 from membership dues and raffle sales last month. We have 77 members with 50 of those being active. Sue Blume moved to accept the Treasurer's report as presented and Kathy Brinkley seconded. The report was approved.

Jan Hutto passed around the 2014 Refreshment / Demo list noting that there are several months with no one signed up to demonstrate. Eunice Estrada will be the demonstrator for the May meeting and Alice Lopez and Alma Vega will be providing refreshments.

OLD BUSINESS:

Susie Jahn asked if there were any updates on the formation of the Conflict Resolution Committee. Jan Hutto stated that would fall under New Business.

NEW BUSINESS:

PARLIMENTARIAN: Jan Hutto announced that she had appointed Susan Shannon as the new Parliamentarian and that Susan had accepted but was not at today's meeting due to being out of the country.

CONFLICT RESOLUTION COMMITTEE: Jan stated that two other club members besides the Parliamentarian were needed to serve on the Conflict Resolution Committee. Nominations received from the club:

Pat Weiner nominated Susie Jahn
Sue Blume nominated Pat Weiner
Joe Anne Renteria nominated Eunice Estrada
PJ Jenkins nominated herself

After a secret ballot (results tallied by Kathy Brinkley) the Conflict Resolution Committee will be: Susan Shannon (Chair), Eunice Estrada, and Susie Jahn.

NEWSLETTER: Jan Hutto stated that Helen Osteen has requested to retire from being the newsletter editor. Helen states she has published 105 editions of the newsletter and she feels it is time for some new ideas. Orlean Meuth volunteered to take over as the newsletter editor. Helen stated she would be available to Orlean for consult as needed.

BY LAWS COMMITTEE: Jan stated that a By-Laws Committee will also be needed and asked for a volunteer to head the committee. Sandra Hughes volunteered to chair this committee. Jan asked for a show of hands of those interested in serving on this committee. Those were: Helen Osteen, Bonnell Templet, Pat Weiner, and Susie Jahn. Jan stated this committee would need to meet to discuss revisions to the by-laws and draft recommended amendments. She also stated the recommended amendments will need to be mailed or e-mailed to the full club membership in advance of being presented to the club for a vote. Jan stated a 2/3 vote is required for an amendment to the bylaws to be approved as stated in our current bylaws.

CDE: The CDE will be at the Pasadena Convention Center again this year. Jan stated that we are way behind on planning for the Cake Decorating Extravaganza and as of yet have no demonstrators lined up. At the March meeting Nancy Olivares had suggested Kaysie Lackey as the primary presenter for the CDE and to also teach several classes either before or after the CDE. Jan stated that Kaysie requires a \$1000 non-refundable deposit (per class) to even book a date which would be lost if the classes were not held for any reason. She also requires all of her expenses be paid (airfare, hotel, transportation, meals, and shipping of her supplies). Her charge for classes in addition to the above is \$1200 for a class of 12 and \$1800 for a class of 15.

Jan asked for a show of hands of those present that would be interested in taking a class from Kaysie Lackey if available. No hands were raised. Pat Weiner made a motion not to invite Kaysie Lackey to be a demonstrator or teach any classes surrounding the CDE. Sandra Hughes seconded the motion. PJ Jenkins stated that one of the cakes in Kaysie's photo packet is available as a tutorial on "Cake Masters". She also wanted to remind the club that quality classes do cost more. CJ Clay stated his belief that Kaysie was making too many demands. Helen Osteen stated she felt like the deposit up front was a real gamble with the club's money and it could end up costing the club a lot of money if the classes don't make or have to be cancelled. She said the only other time we have been required to make a deposit was with the Mike McCrary classes but that was not paid until just a couple of months prior to the classes and after they had formed. Susie Jahn stated that if the people taking the classes had to pay the deposit as part of the class fee instead of it coming out of the club funds up front that it would influence people's desire to take the classes. She suggested we find someone less expensive. Helen stated in addition to the deposit that all of the monies Kaysie is requesting have to be paid prior to the first class. She says no other teacher has ever asked for that before.

Jan suggested that instead of having her come for the CDE maybe we could look at having her come some other time during the year when we have more time to analyze the expense involved and plan without the time constraints we currently face.

At this time Jan called for a vote on the previous motion and it was approved.

Kathy Brinkley stated she had a packet of potential classes she had received from Dawn Parrott. An example being a royal icing filigreed box which would be \$75 for a ½ day class. She passed the packet around for members to view. Sandra Hughes stated she thought Dawn had done the box as a demo to the club in the past but was reminded by club members that it was a gazebo that Dawn demonstrated. Several of the members present expressed an interest in Dawn's "Cake Topper Letter" class included in her packet.

Kathy also stated that Ruth Rickey and Kathleen Lange are currently in England taking classes with Edward Spence and she sent Ruth an e-mail asking her if she would be interested doing classes / demo for the CDE. She stated that Ruth told her they could discuss it when she returns from England.

PJ Jenkins has put together a list of potential demonstrators / teachers. The list was reviewed and Jan stated that she felt it was unrealistic to try for anyone out of the country and that we should probably try to find someone from Texas. Jan stated she would review the websites. PJ stated that a decorator by the name of Avalon Yarnis would also be sending her information. PJ also suggested we look at people that haven't really made a name for themselves yet in the teaching arena. She felt that by getting in on the ground floor we could probably get them for less money.

Diane McCoy stated she has a friend whose daughter graduated culinary school and has already won a sugar arts competition in Oklahoma in the wedding cake division. She felt she would meet the criteria of being a young "up and comer" in the sugar arts world. She stated she would contact her to determine if she is interested and if so what she would be able to offer in the way of a demonstration and / or class.

Susie Jahn suggested a lady in Pearland that excels in cookie decorating using royal icing. Her name is Casey and her business is Sweet Treats by Casey. She also stated that Nancy Olivares (club member) has extensive knowledge on using the cricut for cake designs and feels that she could be an interesting demonstrator.

Bonnell Templet suggested Rocio Gonzales demonstrate some of her amazing figure sculpting.

Retta Pryor had previously suggested a chocolatier from the Chocolate Gallery in College Station who is interested in presenting.

CDE COMMITTEES: Jan suggested we start forming our most vital committees today rather than waiting any longer since it is already late.

Demonstrations: Kathy Brinkley & Susie Jahn

Vendors: Kathy Brinkley

Raffle: Susan Shannon & Casey Marchan (Pat Weiner if Casey opts out)

Jan stated we need to decide on vendors for the equipment we will need (chairs, tables, AV equipment). She requested that if members know of a company that provides the needed service to place a call and inquire about pricing.

Tables & Chairs: Pat Weiner stated that the company we used last year to provide the tables and chairs had the least expensive prices of any other company in our area plus they deliver

and pick-up. Last year we used 5 ft round tables with eight chairs at each table. Sue Blume stated she would check with last year's company to see what their prices are currently.

AV Equipment: Jan stated that the feedback received after last year's CDE was that two video screens were not needed. Other club members agreed with that statement. Bonnell Templet suggested we look into getting a head set microphone that wraps around the ear and comes down in front of the mouth so the demonstrator can still be heard even when they move their head to the side.

Vendors: Jan stated that last year we charged \$50 per vendor table, which included two chairs and admission fee for one person. Extra tables were \$25 each. Extra helpers were expected to pay a separate admission fee. She suggested that we leave the price the same for this year. Susie Jahn suggested that vendors be informed to bring their own (labeled) extension cords with them this year and to be instructed not to unplug anyone else's extension cords without permission. One of the vendors last year ended up loaning extension cords to several other vendors that were present but lost her cash register sales record when someone unplugged her extension cord from the outlet.

Pat Weiner moved to set the vendor prices for this year's CDE at \$50 for one table and 2 chairs and admission for one person. Extra tables to be \$25 each. Each additional person with the vendor would be an additional admission fee. Guadalupe Ochoa seconded the motion. Opened for further discussion – none forthcoming. Motion passed by a show of hands.

Coffeemaker: Susie Jahn stated we used the venue's coffee maker last year but wasn't sure if it took a special kind of coffee.

Catering: Susie Jahn stated she was the chair of this committee last year and after the club voted on Gabby's BBQ as the caterer she made the arrangements. She stated that at some point this was changed to a caterer that was on the venue's "preferred vendor list" but without her input or knowledge. Susie stated no one contacted Gabby's to let them know of the change until she was made aware and contacted them. She states that she learned later that Gabbys is also on the 'preferred vendor list" for our venue. Susie states she will contact Gabbys again this year to get a quote. Jan stated she will check to see what other caterers are on the list and suggested that if anyone knows a good caterer to please call and obtain a quote.

Sandra Hughes made a motion that Gabbys BBQ be used as the caterer for the 2014 CDE. Orlean Meuth seconded the motion. Motion passed by a show of hands.

Jan stated that other committees such as the set-up, food, trash, clean up, etc would be formed later.

Eunice Estrada won the raffle.

Jan Hutto adjourned the meeting at 12:24 P.M.

The Houston Cake Club

May 27, 2014 - Meeting Minutes

Held at Larry's Arts and Crafts
Pasadena, Texas

Thank you to Eunice Estrada for her demonstration on how to make some easy, quick and adorable bumble bee and flower treats using marshmallows.

Kathy Brinkley provided refreshments for the meeting.

Jan Hutto called the meeting to order at 11:04 A.M. There were 16 members present with no guests.

The April minutes were presented for club approval. Pat Weiner made a motion to accept the minutes as presented. The motion was seconded by Helen Osteen and approved by the members.

Helen Osteen presented the Treasurer's Report. Total income was \$66 and total expenses were \$172.28 leaving an ending balance of \$9,471.65. A motion was made by Bonnell Templet to accept the report as presented. This was seconded by Kathy Brinkley and was approved by the members.

Kathy Brinkley passed around the Demo / Refreshment list noting that there is no one signed up to demonstrate for July, August, October or November. She reminded everyone that in June we will have our annual garage sale instead of a demonstration.

Helen asked the members what they thought of the newsletter this month now that there is a new editor. Sandra Hughes stated she was unable to download the full newsletter. Other members stated they did not receive the full newsletter either. Helen stated that this edition was a graphics heavy edition and that could have been the cause for the problems. Jan suggested that in the future if people have problems opening the newsletter that Helen might be able to give them some advice. Jan encouraged everyone to contribute to the newsletter in order to keep it fresh and relevant.

OLD BUSINESS

Committee Updates:

The Conflict Resolution Committee (chair Susan Shannon) has met and has sent letters to both parties involved in the November 2013 incident and are awaiting a reply from one of those members. Jan stated that once all of the replies are received the information will be posted to the HCC website in the "Members Only" section. This was how the club decided to handle these situations after a previous problem. The process was voted upon and approved by the club members in March 2008. The current incident under review has taken longer to process than intended due to extenuating circumstances. The parliamentarian is to preside over the committee and in this instance that person was one of the involved parties so it was necessary to wait until a new parliamentarian was appointed. Since the election of the new board was delayed until March this year, a new parliamentarian was not appointed until April. Jan apologized for the delay but felt it was unavoidable. Sandra Hughes inquired where the outline of the approved process could be located. Jan explained the history of the formation of the CRC and the steps as outlined in the March 2008 meeting minutes:

- 1) A Conflict Resolution Committee will be formed for the purpose of resolving future problems/conflicts between active members
- 2) This committee will be headed by the Parliamentarian and will have two (2) additional members nominated and elected by the HCC active members
- 3) The CRC will meet only if the need arises
- 4) The CRC will accept written statements from involved parties. These statements will be posted in the "Members Only" section of the HCC newsletter
- 5) The CRC will present its recommendations to the board. The Board will review and vote on these recommendations
- 6) In the event of a tie, the Parliamentarian will cast the deciding vote

Jan stated that she felt it would be better to delay posting the information to the website until all of the statements are received so members would have the facts as presented by both parties involved. Helen suggested that a statement be put in the newsletter that there has been a complaint filed and that members wanting more information should check the "Members Only" section of the club's website. Kathy's opinion was that

there should be a deadline imposed for the receipt of a response from the involved parties and that nothing be posted until after the deadline.

The Constitution and By-Laws Committee (chair Sandra Hughes) will be meeting after today's regular meeting. There was some discussion regarding the meeting time not being convenient for everyone on the committee and it was decided to at least meet today and discuss potential future meeting dates and times.

Cake Decorating Extravaganza

Catering - Jan obtained a list of rules from the Pasadena Convention Center. There are only two (2) caterers on the approved vendor list. These are Randy's Smokehouse (last year's caterer) and Black-Eyed Pea. Jan has sample menus from each of those but when she spoke with the Black-Eyed Pea representative she was told that a discount could be given on some of the menu items. These menus were passed around to the members for review. Casey Marchan stated she felt our best choice would be a selection off the Black-Eyed Pea "favorites" menu.

Nancy Olivares suggested we need to get some firm pricing from both vendors and go with the most cost-effective as people do not attend the CDE for the food.

Casey Marchan made a motion that Jan contact Black-Eyed Pea again to get pricing for the following menu items: **Turkey and dressing, chicken fried chicken, pot roast and meat loaf**. Sandra Hughes seconded the motion and the motion passed. This will be tabled until next month's meeting when we have some firm pricing.

Jan stated that \$2002 was the cost of catering for last year's CDE.

AV Equipment - Jan has called the vendor from last year but they have not returned her call. Kathy asked about the cost of AV equipment last year and Jan stated it was \$909. Kathy stated that she felt that two video screens last year were too much and that could be changed this year.

Tables & Chairs - There is no preferred vendor for this on the venue list but whoever is used must be able to provide proof of insurance to the venue prior to the event. Last year's cost for tables and chairs was \$866. Prices quoted from two different vendors this year are: Bay Area \$920 and Halo (last year's vendor) \$871 with a \$50 set-up fee and credit card fee of 3%.

Other expenses from last year were:

Insurance - \$214 – Jan did not have a firm quote on this yet. She stated that depending on how she answered the questions on the application form determined the cost of the insurance and she may need some help filling out the application.

Venue - \$750 with an extra \$375 for Saturday access.

Jan stated that per the minutes she had reviewed the club had voted to make the Pasadena Convention Center our home base for future CDEs. She states we may need to reassess this decision for the future in order to increase our profit margin.

Helen stated that last year's attendance was predicted at 200 people but only 177 people actually attended. Jan remarked that she that attendance is down across the board at all days of sharing, even the ICES day of sharing attendance was much lower than last year.

Vendor Committee – Kathy has contacted several people with only about half of them having responded at this point. The confirmed vendors to date are:

Jan Grisham (All About Cake)
Rocio
Lee Ann
Sidney Galpern
Dawn Parrott
Cake Tricks

She will add to this list as she hears from other vendors.

Demonstrator Committee – Kathy again states she has some confirmations but is waiting to hear from other potential demonstrators. Those confirmed are:

Sidney Galpern
Dawn Parrott

Classes:

Sidney Galpern has proposed an Isomalt dragon class. It would be a one day class with ALL materials supplied for \$125. Minimum number of students would be six. Pat Weiner made a motion to approve the Sidney Galpern Isomalt dragon one day class for \$125 (member price to be determined at a later date). Nancy Olivares seconded the motion.

Discussion – Susan Shannon stated she had taken a class last year from Sidney and stated it was excellent. It was mentioned by Kathy that she was told recently that the Cake Play Isomalt sticks do not work well in our humidity but that the Isomalt used by Sidney does work well in our climate. Those present voted to approve Pat's motion.

Dawn Parrott has offered a couple of options for classes. She has a four hour class for making a custom, piped cake topper for \$70. She also has a one day coral reef class and a one day filigree bird cage class. She could also offer a two day class combining the custom cake topper and the filigree bird cage for \$120. Pat Weiner suggested we could do a three day class to include the coral reef. Eunice Estrada made a motion that Kathy contact Dawn to book her for a two day class to include the custom cake topper and the filigree bird cage for \$120 (member price to be determined). Pat Weiner seconded the motion and motion passed on vote.

Jan stated we will discuss member pricing for classes at next month's meeting.

Ruth Rickey has recently been to England to learn figure piping with royal icing. Kathy is trying to get a commitment from Ruth to demo this technique at the CDE.

Jan stated that the person that was suggested as a demonstrator at last month's meeting (Diane McCoy) was not too sure she wanted to participate. Jan will contact her again.

Jan passed around pictures of two instructors that were suggested by PJ Jenkins. These are Avalon Yarnes and Natalie Sideserf. She states their pricing is rather high and we may need to consider them at a different time instead of for our CDE.

Casey Marchan asked who our headline teacher will be for classes to be offered. Jan stated that the problem is people are not responding to her e-mails. There was discussion regarding which classes sounded feasible considering cost of class, supplies needed, instructor demands, etc. Jan said she will get with PJ Jenkins regarding Avalon Yarnes and Natalie Sideserf.

Raffles – Susan Shannon stated she has sent out letters to all the contributors from last year and will be sending more letters as well.

NEW BUSINESS

T-Shirts – Jan asked if there were any members that would like to order new t-shirts. Helen has the information regarding sizes and prices and will bring to the next meeting. Casey Marchan asked about including the club logo on the t-shirts. Sue Blume stated she does embroidery and that the logo should not be that expensive to add.

Website – Lori Gust is our webmaster. Helen stated she has recently compiled a list of updates on member information but had not yet submitted it to Lori. She stated she will get that list to Lori soon. Jan stated we need to ascertain from Lori if she still desires to be the webmaster or does she want help with keeping the site updated. Kathy stated that the website is not being updated routinely.

CDE Registration – the cost of registration last year was \$35 early registration and \$45 at the door. Jan inquired if that needs to be changed for this year or left the same. After brief discussion Kathy Brinkley made a motion to set the price for registration for the CDE at \$35 early registration and \$45 at the door. Pat Weiner seconded the motion. Discussion – Susie Jahn questioned if our pricing is in line with other clubs' days of sharing. Jan responded that our pricing is usually less expensive than other clubs'. Kathy Brinkley asked if there should be a discount for culinary students. Jan stated that we opted to not give the discount last year. Helen stated that it becomes a problem because the students would need to provide some sort of student ID. Susie asked if early registration is really helpful in planning. Helen stated it helps with estimated numbers for catering and tables and chairs. Susie stated increasing our pricing by \$5 would bring in an additional \$800+ to our profit margin.

Susie made a motion to amend the previous motion to set the pricing at \$40 early registration and \$50 at the door. The amended motion was seconded by Susan Shannon. The amended motion was defeated.

Kathy Brinkley renewed her motion to keep the prices at \$35 early registration and \$45 at the door. Sue Blume seconded the motion. The motion passed. Jan will contact Lori to have her post this on the website with a September 1st deadline for early registration.

Jan stated that fliers can't be printed until all the demonstrators are confirmed. Kathy asked for suggestions for demonstrators. No further suggestions were made.

Display tables – Jan stated we have had these in the past for members to display their sugar work with attendees voting on their favorites with change placed in boxes by each display item. The winner received the People's Choice Award of \$50. Do we want to do this again this year?

Sharing table – attendees can bring anything they would like to share, i.e., recipes, tips, etc. Helen states she usually brings old ICES newsletters because they contain useful tips.

Jan stated we will discuss these two items next month.

Jan suggested we think about a new venue for the future. Susie Jahn said she would like us to reconsider The Gardens as they have three different sized rooms from which to choose and their price includes the tables and chair. In addition, last year they offered to give us free beverages.

Jan issued last call for raffle tickets. The winner of the raffle was Sue Blume.

The meeting was adjourned at 12:35 P.M.

Minutes recorded by Bonnell Templet, Secretary.

The Houston Cake Club

JUNE 24, 2014 - Meeting Minutes

Held at Larry's Arts and Crafts
Pasadena, Texas

In lieu of a demonstration we had our annual garage sale.

Orlean Meuth provided refreshments for the meeting.

Jan Hutto called the meeting to order at 10:50 A.M. There were 20 members present with no guests.

The May minutes were presented for club approval. Pat Weiner made a motion to accept the minutes as presented. The motion was seconded by Sandra Hughes and approved by the members.

Helen Osteen presented the Treasurer's Report. Total income was \$182 and total expenses were \$360. A motion was made by Kathy Brinkley to accept the report as presented. This was seconded by Sue Blume and was approved by the members.

Kathy Brinkley passed around the Demo / Refreshment list noting that there is no one signed up to demonstrate for August or November. For the July meeting Celia Diaz will be demonstrating confetti cookies and Hermelanda and Guadalupe will be providing refreshments. Celia requested to add phone numbers on our refreshment sign up sheet for reminder calls. Kathy stated she would attempt to do that provided she had time.

OLD BUSINESS

Catering – Gaby's was the caterer voted on by the club for our CDE but Jan stated we will not be able to use them because they are not on the vendor list for the Pasadena Convention Center. Kathy Brinkley made a motion to rescind our previous vote. Mary Nicholas seconded the motion. Discussion – Maria Vela questioned the purpose of the Convention Center. Jan explained to her that it was the venue for our annual CDE. Motion was passed.

Parliamentarian – Jan stated that most clubs using parliamentarians do not allow the parliamentarian to participate in the club as a member. Often times this is a paid professional. Our Parliamentarian, Susan Shannon, is a club member and has not been participating in discussions or votes to honor this custom. Jan is requesting a temporary motion be passed to allow Susan to participate until the By-Laws Revision Committee can address this issue. Pat Weiner made a motion that the parliamentarian position be given temporary club member privileges until the by-laws can be revised. Kathy Brinkley seconded the motion and the motion passed.

Conflict Resolution Committee – Jan stated that the letters from the individuals involved in the November incident are now posted on the club website in the “*Members Only*” section. When the CRC was established in March 2008 the process called for the Board to vote on the CRC recommendations. Jan feels this needs to be changed to a secret ballot of the club members. Bonnell stated that the March 25, 2008 minutes were a little bit confusing. It stated in the minutes that the membership voted on the CRC recommendations for that incident but when they outline the process for future use it stated that the Board would be the ones to vote.

CJ questioned why the CRC was needed if the members were the ones that voted in the long run. He asked why not just have the club members discuss the issue and vote. Jan stated if it was discussed with the club at large initially the discussion could be very lengthy, confusing, and heated.

Helen Osteen made a motion that on a temporary basis, until the by-laws revisions are finalized (which should happen in the next couple of months), that once the CRC has made their recommendation the Board will review and present the recommendations to the members for a secret ballot. Sandra Hughes made an amended motion that the vote be a majority of club membership. Pat Weiner stated she felt it would take two-three extra months to resolve any issue if this step was added in. Bonnell Templet stated she felt every member should be allowed to have a voice in these decisions. Casey seconded the motion and the motion passed.

Committee Updates

By-Laws Revision – Sandra Hughes stated that the committee met after the May club meeting. She felt a lot was accomplished and stated that the committee would be meeting after today’s meeting to hopefully finalize their recommendations.

Conflict Resolution Committee – Susan Shannon stated that all requested letters have been received and several people that were present during the conflict were interviewed. The recommendations should be ready soon.

Cake Decorating Extravaganza 2014

Catering:

Black-Eyed Pea (PEP)

The person at PEP that Jan spoke with stated that the Pasadena Convention Center tacks on a surcharge for the catering in addition to the price they quote. The quote was based on 150 meals. The first price is the PEP quote, the second price is their price plus the Convention Center surcharge, and the last price would be the total for the 150 meals. The items listed are the four items we requested quotes for at the last meeting and include tea, water, rolls, cornbread, and utensils.

Pot Roast	\$9.39 / person	\$13.61 / person	\$2,041.50
Chicken Fried Steak	\$8.69 / person	\$12.59 / person	\$1,888.50
Turkey & Dressing	\$8.79 / person	\$12.74 / person	\$1,911.00
Meat Loaf	\$8.29 / person	\$12.01 / person	\$1,801.50

Randy's BBQ

Jan was not clear if the surcharge applies if we use Randy's. Helen could not remember if one was paid last year. The quote from Randy's was \$8.25 / person and includes two meats, two sides, condiments, bread, utensils and plates. He charges an extra \$1.25 / person for tea and lemonade. Helen states that the Convention Center requires us to have the caterer provide tea rather than supplying it ourselves. The cost of using Randy's (including tea and lemonade) and without a surcharge would be \$1,425.00.

Pat Weiner made a motion that we use Randy's BBQ as our caterer for our CDE. Kathy Brinkley seconded the motion. Motion passed.

Menu options were discussed next and Marissa made a motion to have the following menu:

Brisket & chicken
Parslied potatoes
Baked beans

Helen seconded the motion and motion passed.

Vendors, Demonstrators, and Classes

Vendors – Kathy Brinkley states the following vendors have committed to be at the CDE:

Jan Grisham (All About Cake Art)
Rocio Gonzalez
LeAnn (Cake & Party Supplies)
Dawn Parrott
Ruth Rickey
Sidney Galpern
Sidney is the only person that has actually paid at this point.

These are the other potential vendors that Kathy has been communicating with:

Xeminia
Cake Tricks
Earlene Moore
Marvelous Molds

Demonstrators:

Confirmed – Sidney Galpern, Dawn Parrott, Ruth Rickey, and Kerri Partridge Morris (finger modeling and piping – has worked with Food Network).

Kathy stated she is still trying to secure one or two more demonstrators.

Classes:

Monday (9/15) – Sidney Galpern – Isomalt Dragon. Member rate would be \$105 and non-member would be \$155.

Pat Weiner made a motion to set the class fees as stated above. Kathy Brinkley seconded the motion. Motion passed.

Tuesday (9/16) – Ruth Rickey – Pressure Piping. Member rates \$125, non-member rate \$185.

Pat Weiner made a motion to set the class fees as stated above. Bonnell Templet seconded the motion and motion passed.

Wednesday (9/17) & Thursday (9/18) – Dawn Parrott – Filigree Cake Topper and Bird Cage. Member rate \$105 and non-member rate \$155.

Pat Weiner made a motion to set the class fees as stated above. Guadalupe Ochoa seconded the motion. Motion passed.

Sandra Hughes asked if we had pictures for Ruth Rickey's class. Kathy had none with her but Jan stated she will send pictures to Helen and she will send it out to the members.

Casey Marchan stated she spoke with Timbo Sullivan about being our headliner demonstrator and also hold a two or three day class for a 2D Sea Witch. He quoted a price of \$275 with a minimum of 10 people and maximum of 20 people. He provides all the colors to be used. His classes would be the Friday and Saturday before the CDE. His demonstration would be for making a fish. She stated that he does not charge for his airfare or hotel. The member rate would be \$230 and non-members \$345.

Pat Weiner made a motion to set the class rates as stated above. Sandra Hughes seconded the motion. Kathy Brinkley asked what would happen if the classes didn't make the minimum. Helen stated that a deposit of ½ would be due at time of signing up with the balance due 30 days prior to the class. Casey will ask him for his deadline for knowing if the class was going to make and also to ask him if he would accept fewer students since he will come to demonstrate regardless if he does classes. The motion passed.

Pat Weiner reminded everyone that due to her having classes that she teaches in the same classroom it would need to be cleared out by 5 PM after each class.

A-V Equipment – Jan received a quote of \$750 that would include all the equipment and set-up. It also includes a headset microphone. All we would need would be a person to man the camera.

Tables & Chairs – Jan stated she has contacted Halo (our vendor from last year) and the price will be about the same as last year. She stated we can discuss on the amount needed next month.

Registration – Deadline for early registration will be 9/1 and the club website is now set up for online registration. Early registration will be \$35 and at the door will be \$45.

Jan stated we are having issues with our website and our web master and we need to think about making changes in the very near future. We have a contract for the server we use but that doesn't preclude us from developing a new website while still maintaining the same domain name. We will discuss this further next month.

Raffles – Susan Shannon stated she and Jan have both made donations this year. She stated letters have been sent out but response has been very slow.

Shirts – Sue Blume made a sample shirt with the club logo on it. She also had a couple of sample aprons with the club logo. She stated she could add the club logo to the member's shirts and can have them completed prior to the CDE. There was discussion surrounding giving the aprons as a gift to our demonstrators. Bonnell Templet made a motion to present our demonstrators with an apron embroidered with the club logo and CDE. Kathy Brinkley seconded the motion. Motion passed. Jan stated that next month we will discuss shirts and a potential color change.

Insurance – Jan states that insurance is required for the CDE. She asked if anyone had business insurance or knows anyone that has business insurance that would allow the club to get a rider on their insurance as this would be our cheapest option. Mary Nicholas stated she knows someone and will ask them if they would be willing to allow the club to get a rider on their insurance.

Sharing Table – will be set up for sharing recipes, tips, tricks, patterns, etc.

Sugar Art Table – people can bring sugar items to display and the attendees will vote on their favorites by placing their change in a container in front of each item. The People's Choice winner will receive a \$50 cash price.

Sandra Hughes asked if we are still giving a donation to the San Jacinto College Culinary program. Jan stated we did not do this last year but we can talk about it next month.

Jan issued the last call for raffle tickets. Maria Vela won the raffle and the meeting was adjourned at 12:17 PM.

HOUSTON CAKE CLUB

Date – July 22, 2014

Held at Larry's Arts and Crafts
Pasadena, Texas

Celia Diaz demonstrated her piñata graduation cap cookies. She included the opportunity for those that desired to do so to try their hand at creating one of their own. Everyone very much enjoyed her presentation.

Hermelanda Garcia, Guadalupe Ochoa and Migdalia Nunez provided delicious refreshments for everyone's enjoyment.

Jan called the meeting to order at 11:07 AM. There were 19 members and one guest present. One new member joined today – Lakila Boxley.

Jan asked everyone to introduce themselves and give their business name if they have one.

The June minutes were presented for club approval. Helen Osteen moved to accept the minutes as presented and Kathy Brinkley seconded the motion. Retta Pryor asked for some clarification of the CRC steps outlined in the minutes and Jan provided that to her. The minutes were approved.

The Treasurer's report was presented. Income was \$4,994.50 and expenses were \$142.91 with an ending balance of \$14,095. Helen stated the income consisted of class fees and raffles (three months) as well as CDE registration for the 20 people that have pre-registered. Also, three vendors have submitted their payment for the CDE. Bonnell Templet moved to accept the Treasurer's report, Retta Pryor seconded the motion and the motion passed.

Kathy Brinkley stated we need a demonstrator for August. Bonnell Templet and Michelle Pope will provide refreshments. Susan Shannon stated she will do the demonstration for August.

OLD BUSINESS

Committee Updates:

By-Laws – Bonnell Templet reported for Sandra Hughes since Sandra was not able to be present at the meeting. The final draft is close to being ready to present to the club but the committee will not be able to meet today due to several members of the committee not being present. The committee will have a meeting next month to finalize recommendations.

Conflict Resolution – Susan Shannon reported that the committee has sent their recommendations to the Board for review and are waiting for a response from the Board. Jan states that after the Club members have voted on the recommendations she will be contacting the individuals involved informing them of the result of the vote prior to the club members being informed.

CDE Update

Security – an officer from Pasadena Police Department has been secured to be present at the venue during the CDE.

A/V – equipment has been reserved.

Tables / chairs – we will reserve these when we have a better idea of number of attendees we are expecting.

Insurance – we are waiting to hear from Mary Nicholas about getting a rider on her friend's business insurance. Jan will contact her since she is not present at the meeting.

Caterer – Last month the club voted on Randy's BBQ to provide our meal for a price of \$8.25 / person. Tea and lemonade will be \$1.25 / person extra and we would need to vote on this today. Kathy Brinkley made a motion to add on the \$1.25 / person for Randy's to provide tea and lemonade with our meal bringing the total for the meal to \$9.50 / person. Ronnie Bochat seconded the motion and the motion passed. Jan stated that Randy informed her that he would be adding on a 10% surcharge on top of the \$9.50 / person total. The additional 10% goes to the convention center.

Registration – Jan encouraged all the members present to do early registration as this helps us get a better idea of the number of people to expect. Early registration ends 9/1/14. She pointed out that the CDE registration is available on our club website.

Sharing table – to share recipes, templates, tips, etc.

Sugar Art table – for the People's Choice Award. Everyone is eligible to participate.

Raffle – Susan Shannon stated that the response is very slow this year. She stated the only items received so far are the ones from her and Jan Hutto. Retta Pryor stated she will donate something as well. Sue Blume stated she is going to Sweet Wise this weekend and she will ask them to donate something for the raffle. Susan states that after the ICES convention next week she will start following up with those she sent letters to by e-mail and phone calls.

Vendors – Kathy Brinkley states that only three vendors have paid so far but she has 11 more on her list as potentials. She states in years past a lot of the vendors wait until right before the CDE to pay.

Classes:

Sidney Galpern (dragon) – full

Timbo Sullivan (3D sea witch) – 7 spaces left

Ruth Rickey (pressure piping) – 6 spaces left

Dawn Parrot (cake topper & bird cage) – 14 spaces left

Demonstrators – these are all confirmed

Volunteers – Jan stated we will need committees and volunteers for Saturday set-up, Sunday break down, food, goodie bags, raffles, etc. She states we will establish the committees and get volunteers signed up next month. Members will be asked to bring a breakfast item – these need to look like desserts to meet the convention center criteria.

T-Shirts – Sue Blume states they will be \$25 each with a \$2 up charge for sizes 2X and larger. It will be the same shirt as we have had previously and the same green color. The club logo will be on the left and if requested a name will be put on the right. She stated she needs sizes and names as soon as possible so she can get the shirts ordered. Her business e-mail is blumesewcraftee.comcast.net. She stated if members just need the logo added to their shirts she will do that for \$10. She is also doing aprons for the demonstrators and will be donating some for the raffle. The aprons will be \$15 if anyone wants to order one. Helen states people can e-mail her if they want her to send them a PayPal invoice for the shirts and then the club can write a single check to Sue. The deadline for ordering will be August 15th.

Website – Jan stated there have been problems on the website with class sign-up, information not being correct and/or updated, pages not consistent as well as the site looking old-fashioned. If anyone is interested in taking over the web master function and developing a new website please submit your name to Jan. She stated that there will also be another club member to function as an administrator to help keep the site updated so one person doesn't have sole responsibility. Helen stated that there is a "wizard" that would be able to help set up the site but it would not be able to set up the "Members Only" section, that would take someone that knows something about programming. Retta Pryor asked how much the club is paying for the website. Helen stated she did not have that information with her at the meeting but that she thought that last time we paid it may have been for a three year period. Retta also stated her daughter is a graphic designer and would be able to help. Jan stated that we do not want to have to pay anyone to perform this function. Jan again stated that anyone interested needs to submit their name for consideration.

Bonnell Templet read a thank you card the club received from the Lee College nursing class of 2014 for the cakes provided for their graduation reception.

NEW BUSINESS

Aprons – Sue Blume will be making aprons for the club to give to our CDE demonstrators as a gift. A decision needs to be made regarding what color they will be. The options are: burgundy, black, blue, red, white, gray, and khaki. Eunice Estrada made a motion to have the aprons presented to our demonstrators to be khaki colored. JoeAnne Renteria seconded the motion and the motion passed. Sue will sell aprons to members desiring them for \$15 each. In order to gauge interest Jan asked those present how many would be interested in buying an apron. Six people expressed an interest. Helen will send out an e-mail soon regarding shirts and aprons. Sue will send Helen a picture to include in the e-mail.

Raffle budget for Convention – Jan stated that we will need more than \$500 to spend on raffle items at the ICES convention next week due to the poor response to our donation requests to date. Last year the club approved \$1,000. Helen Osteen stated that she has a cake ball roller that she will sell to the club for \$100. Kathy Brinkley made a motion that the club buy Helen's cake ball roller for \$100 as well as purchase an Agbay cake leveler and allow \$1,000 to purchase raffle items at ICES convention.

Casey Marchan proposed an amended motion that the club also purchase an edible image printer at convention. Kathy stated that would cost \$500 to \$600. JoeAnne Renteria stated that she had called KopyKake and inquired what printers were compatible with their inks and she was able to buy a printer from Tiger Direct for \$70 and then purchased her edible ink from KopyKake to use in her printer. Casey rescinded her motion and seconded Kathy's motion. Motion passed on vote.

Retta Pryor thanked the club for their expressions of condolence for the recent death of her brother.

Last call for raffle tickets

Raffle won by Eunice Estrada.

The meeting was adjourned by Jan at 12:07 PM

Minutes recorded and submitted by Bonnell Temple

HOUSTON CAKE CLUB

August 26, 2014 – Meeting Minutes

Held at Larry's Arts and Crafts
Pasadena, Texas

Susan Shannon demonstrated how to make a cake topper plaque with brush embroidered flowers.

Refreshments were provided this month by Michelle Pope and Bonnell Templet.

Jan Hutto called the meeting to order at 11:01 AM. There were 21 members and 1 guest present.

Jan asked everyone to introduce themselves.

Bonnell Templet presented the July minutes for club approval. Casey Marchan moved to accept the minutes as presented. Marissa Beltran seconded the motion and motion passed.

Helen Osteen presented the Treasurer's report for August. The opening balance was \$13,592.57, income was \$5,232 and expenses were \$2,824.14 with an ending balance for the month of \$16,000.43. Pat Weiner made a motion to accept the Treasurer's report, PJ Jenkins seconded the motion and motion passed.

Demo / refreshment sheet was passed around. Beth Vaughn is signed up to demonstrate at the September meeting but Jan states she has not heard from her and is not sure if she is still planning on being the demonstrator. Jan will attempt to contact her before the next meeting but asked for a volunteer to step in at the last minute in case Beth does not plan on demonstrating.

OLD BUSINESS

By-Laws Committee – Jan stated that Sandra Hughes was unable to be at the meeting today and there was no update.

Conflict Resolution Committee – Jan stated that Committee had submitted their recommendations to the Board. Helen will be sending out

the action letter along with a ballot to all club members via e-mail or US mail either today or tomorrow. Jan reminded everyone to pick only one option on the ballot and to return them as soon as possible with September 12th being the absolute deadline. Jan will contact the involved parties prior to posting the majority decision on the club website. The decision will be announced at the September meeting as well.

CDE:

Vendors – Kathy states we now have 9 paid vendors. Those are LeeAnne’s Cake and Party Place, Jan Gresham, Sidney Galpern, Ruth Rickey, Swank Cake Designs, Irma, Rocio, Magic Chocolate, and Sue Blume (T-shirts)

Raffles – Susan Shannon states that the \$1,000 the club voted be spent at Convention on raffle items was spent on a Spellbinder die cutter, Videos, cake plateaus, stencils, PME products (Susie Jahn was able to secure a discount on these items for the club). There have been several donations. Sue Blume donated five aprons, Sharon Zambito donated videos, Dallas Foam sent cake dummies, and edible printer was also donated. Helen purchased the Agby cake leveler. Sheila Brooks from Cake Craft Shoppe was present at the meeting and stated her shop would be donating some items as well.

Demonstrators – Jan showed the aprons that Sue Blume donated to be used as gifts for the CDE demonstrators. The demonstrators will be:

Sidney Galpern
Dawn Parrott
Ruth Rickey
Kerri Partridge Morris
Timbo Sullivan

Jan stated that the Hampton Inn and Suites on Beltway 8 and Crenshaw Rd is offering a special rate of \$89/night to attendees of the CDE. The discount code is “CDE”.

AV Equipment – reserved

Catering – Jan will be following up with Randy’s BBQ to firm up the details

Security – an officer has been secured

Registration – September 1st is the last day for the early registration fee of \$35. The cost at the door will be \$45. Currently we have 60 people that have registered. The event date is September 14th.

Insurance – Helen has obtained the insurance required

Tables / Chairs – these are not ordered as of yet. Jan states we will wait until closer to the CDE so the numbers rented will be more accurate. Last year we rented 275 chairs, 32-5ft round tables, 20-6ft rectangle tables, and 12-8ft rectangle tables. There was some discussion of using round versus rectangular tables for attendee seating and Jan stated that after working on a floor plan we can actually seat more by using round tables. Last year we had 8 chairs per table but this year we will have 7 chairs per table to allow attendees a little more room.

Helen Osteen made a motion that we use a tentative number of:

275 chairs

32 – 5' round tables

20 – 6' rectangular tables

12 – 8' rectangular tables

She also included in the motion that the committee would be allowed to adjust these numbers up or down closer to the actual date when more accurate numbers are available. Kathy Brinkley seconded the motion. Maria Vela stated that she has a friend that does table/chair rentals and she may be able to obtain a better rental rate. Jan asked her to get a quote from her friend and asked Kathy to provide Maria with the rental rate we have been given for comparison. The motion passed on vote.

T-Shirts – Shirts are available for purchase for \$25 (\$27.50 for size 2X and larger). This price includes an embroidered HCC logo and member name. Aprons are also available for \$15.

CDE Flyers - Jan pointed out that Helen had more CDE flyers printed and are available for distribution. She encouraged everyone to take some to pass around.

Website – Jan stated that we are going to have to obtain the password from the current webmaster in order to make any changes. If that proves problematic we may have to start from scratch with a new website entirely.

NEW BUSINESS

Coffee Maker - Jan stated that Pat Weiner has donated a Vue coffeemaker to the club for use at our meetings. The club will have to provide the coffee. Bonnell asked how we would insure the coffee was used only by the club members. Pat stated she could secure it or it could be kept with the refreshment supplies that Jan brings to and from each meeting. **Eunice Estrada made a motion to purchase coffee for the use of club members. Susie Jahn seconded the motion.** Pat stated that we would need to start with plain coffee but after our supply was built up we could probably start adding some specialty flavors. Motion was passed.

Edible printer ink – a printer was donated but does not include the edible ink cartridges. **Kathy Brinkley made a motion that the club purchase the ink at a maximum of \$100.** Susie Jahn stated that the most inexpensive option would be to get refillable cartridges and the ink separately. The motion was seconded by Bonnell Templet and passed on vote.

James Roselle class – Sheila Brooks wanted to let our club members know that James Roselle will be teaching a two day class at her shop in Sugarland on September 21st & 22nd. The class will be a Cinderella carriage and the radiant rose for \$525. James will supply all the fondant, gumpaste, and modeling chocolate. He also brings any special cutters needed for students to use during the class and then they have the option to purchase them at class end.

CDE Volunteers Needed:

1. Registration – Helen and Bonnell
2. Goodie Bags – Hermelanda Garcia and Guadalupe Ochoa
3. Saturday Set-up – will be from 1pm-7pm. Everyone that is able is encouraged to come help
4. People's Choice and Sharing Tables Monitor – Maria Vela
5. Signs – Bonnell Templet
6. Food Table Monitors – PJ Jenkins, DeLynn, Pat Weiner, and Gina Rios
7. Drink Coolers & Monitor – coolers will be monitored by the food table monitors. Maria Vela, Guadalupe Ochoa, Elma Vega will bring coolers and there is one in the Club's storage room also. Susan Shannon's husband, Craig, will provide the ice.
8. Sunday Breakdown and Clean Up – all club members are expected to stay and help
9. Storeroom – Saturday pick up and Sunday return – Susan Shannon, Jan Hutto, Marissa Beltran, and Maria Vela

10. Assembly of Raffle Items – Susie Jahn and Kathy Brinkley

Pat Weiner suggested that the club purchase some plastic food wrap for use at the food table. She also brought up the subject of table cloths. Helen stated that we have a few in the store room but not enough.

Casey Marchan made a motion that Jan and Kathy purchase the needed table covers. Susan Shannon seconded the motion. The motion passed.

Classes – there is a \$5/student allowance to provide breakfast and lunch. Volunteers are needed to provide the meals.

Friday (Timbo) – Sue Blume (breakfast) & PJ Jenkins (lunch)
Saturday (Timbo) – Pat Weiner (breakfast) & Casey Marchan (lunch)
Monday (Sidney) – Kathy Brinkley & Jan Hutto
Tuesday (Ruth) – Bonnell (breakfast) & Pat Weiner (lunch)
Wednesday (Dawn) – Susan Shannon (breakfast and lunch)
Thursday (Dawn) – Guadalupe Ochoa (breakfast) & Elma Vega (lunch)

Out of town teachers are usually taken to dinner the night of their classes by one or two of the club members. The club will reimburse the cost of the teacher's dinner but not for any alcohol.

Timbo – Friday night – PJ Jenkins and DeLyn
Saturday night – PJ Jenkins, DeLyn, Casey, & Marissa
Sidney – Monday night – Jan & Kathy
Ruth – Tuesday night – Bonnell & Helen

Casey stated she will be picking Tim up from the airport on Thursday and transporting him to his hotel. In the event Tim does not decide to rent his own car volunteers will be needed to transport him from his hotel to Larry's Arts and Crafts for classes on Friday and Saturday. Helen will send an e-mail to those registered for the class and solicit volunteers. If no one else volunteers, Celia Diaz stated she would provide the transport (she is not taking the classes). Casey Marchan volunteered for the Friday morning pick-up. Eunice Estrada will pick him up on Sunday and deliver him to the CDE. Eunice asked what time to plan on picking him up Sunday. It was stated that some of the demonstrators want to come at the beginning and others like to come just before their presentation. It was suggested that Tim be asked that question on Friday or Saturday so he can inform us of his choice. Celia Diaz asked what time to pick him up before classes on Friday and Saturday. Jan stated that 8:00 AM would probably be sufficient.

Jan was unsure if Tim would need to be taken to dinner on Sunday night or if he would be going directly to the airport. Casey will contact him and inquire.

Maria Vela asked if she would be able to bring her two older sons on Saturday to help with set-up. Jan told her that would be okay.

Jan stated that the venue will be open on Sunday starting at 7:00 AM and the CDE starts at 8:30 AM. She reminded everyone to bring a breakfast item for a continental breakfast offering.

Last call for raffle tickets.

The raffle was won by Kathy Brinkley.

Jan adjourned the meeting at 12:19 PM.

Minutes were recorded and submitted by Bonnell Templet

HOUSTON CAKE CLUB

September 23, 2014 – Meeting Minutes

Held at Larry's Arts and Crafts
Pasadena, Texas

Our demonstration this month was provided by Susan Shannon who demonstrated a new technique she learned this summer at ICES Convention; the making of a 2D bas relief plaque.

Jan thanked Sue Blume and Nancy Olivares for the delicious refreshments they provided this month.

Jan called the meeting to order at 10:55 AM. There were 16 members and 1 guest present.

Bonnell Templet presented the August minutes for club approval. Kathy Brinkley moved to accept the minutes as presented. JoAnne Renteria seconded the motion and the motion passed.

Helen Osteen presented the Treasurer's report for August. Opening balance was \$16,000.43, expenses were \$12,560.58, with an ending balance of \$10,945.90. Helen stated that total registration collected for the CDE was \$6,3505. She also pointed out that the class fees for the Timbo Sullivan class had to be refunded when the class cancelled. Susan Shannon asked about the expense line item "Debbie Brown 2013 class" and Helen explained that a receipt for food provided for one of the classes was just turned in. Lori Gust asked about the line item "People's Choice". Helen explained that this expense is the difference between the money collected from the voting and the \$50 prize. JoAnne Renteria made a motion to accept the report as presented and Bonnell Templet seconded the motion. Motion passed on vote.

Jan stated that Nancy Olivares is signed up to do the demonstration at next month's meeting and Celia Diaz and Eunice Estrada will be providing refreshments. The refreshment / demo sheet for 2015 will start being passed around at the next meeting, Jan asked that club members be thinking if there is any technique they would like to demonstrate.

UNFINISHED BUSINESS

CDE Wrap-Up:

Food - Jan stated that she and others felt the food was terrible. The venue sent Jan a survey to fill out and she let them know how poor she felt the food was but she also stated she felt the venue staff was very helpful the day of set-up as well as the day of the CDE.

Name Badges – Helen stated we need to do something different next year because the name tags did not stick on people's clothes. Lori Gust suggested colored plastic wrist bands in addition to name tags. Susan Shannon suggested that the wrist bands could be a requirement to get served lunch.

Table & Chairs – Bonnell Templet stated she felt these were expensive and a lot of trouble to put up and take down. Helen stated that Maria Vela's sons were a big help with set-up and take down of the tables and chairs.

A-V Equipment – Susan Shannon stated that the demo table was too dark and there needs to be a light source on the table.

Celia Diaz stated she thought everything was nice and commended everyone on the work they did to put the CDE on.

Helen Osteen was impressed that we had more attendees than last year while most other clubs are reporting decreased attendance at their DOS events. We had 177 attendees in 2013 and 191 attendees this year. Forty-nine of the 191 registered for the CDE were HCC club members.

NEW BUSINESS

Expense Reimbursement – Jan introduced an expense report that is being developed for club members to turn in with expense reimbursement requests and also suggested that the club place a deadline for turning in expense receipts. She wanted to know if anyone had any comments or suggestions for revision of the sample form. Eunice Estrada suggested adding a signature line at the bottom of the form to be used by the person submitting the form and receipts. A 60 day time limit proposed. Bonnell Templet noted that the "Totals" column should be blank (currently has zeros there). She also asked what should go in the "Account" column. There were no clear answers to that question. Lori Gust suggested an addition of a place for a date at the top of the form. Susan Shannon asked where club members would obtain the forms. Helen stated that

could be at the meeting or on-line. Kathy Brinkley made a motion that the expense report form be adopted and be required to be turned in with receipts for expenses incurred on behalf of the club and that the expenses must be submitted within 60 days to be eligible for reimbursement. Helen Osteen seconded the motion. Motion passed on club vote.

Survey - Jan stated that a survey will be sent to attendees in the next couple of weeks.

Goodie bag surplus – Elma Vega stated that one of her tablemates at the CDE won one of the raffle items that contained a jar of some sort that was expired. Eunice was not sure who the person was and she advised the person to let one of the Board members know about it. Kathy Brinkley stated that it may have been a CalJava product. Jan stated that if the person had let her know she could have contacted the company for a replacement. Jan stated items in the goodie bags that would not be able to be used next year were removed from the extra bags and that the club members present were welcome to take the surplus bags home.

Susie Jahn asked if any of the attendees signed up to join ICES. Helen stated 10-12 people did.

CDE 2015

Instructors / Demonstrators - Debbie Brown will be coming back in 2015. Also, the guys from Swank Cake Design have put us on their calendar . Club members need to think of who else they would like to see.

Venue – Jan stated the Pasadena Convention Center is a nice venue but is expensive (tables, chairs, AV equipment, limited options for catering plus the service charge included in the cost of food) so perhaps we should consider a different venue for 2015. Susie Jahn asked for clarification for the purpose of the service charge. Jan stated it is an extra 10% fee that the caterers tack on and she believes the extra money goes back to the Convention Center. Jan stated that The Gardens offered us a good deal a couple of years ago. Jan encouraged members to get information from any venues they may know of. She stated that the location is option. The total cost to the convention center was \$1,500 (\$562 deposit should be forthcoming).

Celia Diaz asked if a venue with stadium seating would be considered. Jan stated that most people prefer to not have to balance a plate of

food on their laps while they eat but if there was a separate area for dining tables that it would be an option. Celia asked how much money was donated to the San Jacinto College Culinary program in years past. Helen stated it was 10% of total registration and came out to about \$750.

Christmas Party – Jan stated we will need to decide on a place to have the party this year. Members should be looking at viable options and to find out what the price per person would be and if a private dining area is available. She reminded everyone that the club pays for the member's lunch and while guests are welcome the club does not pay for their meal. The club also does not pay for alcoholic beverages. A date needs to be set for the party. After some discussion Bonnell Templet made a motion to have the party on Tuesday, Dec. 9th. Nancy Olivares seconded the motion and motion passed.

November meeting - Jan stated that the November meeting will fall on the Tuesday before Thanksgiving and wondered if we should move it. Susan Shannon made a motion to move the November meeting to Tuesday, Nov. 18th. JoAnne Renteria seconded the motion and motion passed.

Play Days & Classes – Jan asked members to think about a skill they have that they would like to share. She stated to also think about any instructors we would like come give classes. She asked everyone to bring their ideas to next month's meeting.

Committee Updates:

By-Laws Revision Committee – Bonnell Templet stated that Sandra Hughes had to resign her chairmanship of the committee for health reason and the Bonnell has assumed the chairmanship. She asked the committee members that were present at the meeting to stay for a few minutes after the meeting to discuss a meeting time.

Last call for raffle tickets.

Raffle won by Celia Diaz.

Jan adjourned the meeting at 11:45 AM.

Minutes were recorded and submitted by Bonnell Templet

Houston Cake Club

October 28, 2014 – meeting minutes

The demonstration was by Nancy Olivares, who showed how to create a beautiful fantasy flower and how to decorate a cake with sugar sheets.

Larry's Arts & Crafts – meeting called to order 11am.

Jan welcomed everyone and the members introduced themselves.

September's minutes were reviewed and Eunice Estrada had 1 correction. Kathy Brinkley moved to accept the corrected minutes and Sue Blume seconded. Motion passed.

Helen Osteen presented the treasurers report and explained that most of the CDE expenses are paid. There was also a breakdown of the last 3 year's CDE expenses and this page was explained. Nancy said she liked seeing everything all spelled out and ask about the non-profit status. Jan explained how complicated the form is for not much benefit and that the club may want to rethink this status. A concern is the year to year filling that must be done every year and that the current officer's names will be attached to the form forever. Casey Marchan moved to accept the treasurers report and Nancy seconded and the motion passed.

Jan thanked Eunice and Celia Diaz for providing the refreshments for the meeting.

Unfinished Business

CDE Expenses – Jan reminded everyone that they must have their expenses turned in by next month and to use the new form. If receipts are turned in after the deadline it will be too late and no reimbursement will be made.

Survey – Jan stated a CDE survey had been sent out to all those who attended. A few members stated they had not received it and Jan said let her know and she will send it to them. Jan discussed some of the comments received so far and said we will discuss this further next month.

New venue for CDE 2015 – Jan stated that she and Helen went to an open house at the Gardens on Beamer Road on Sunday, October 26th. The board, except Kathy, then met with Carmen Lorento, the next day, concerning using the Gardens as the new CDE venue. Carmen offered the HCC the Grande Room, which is 6000 sq. ft. and normally rents for \$3200. for \$1000. The Garden's only requires a \$300 deposit and all the chairs, tables and tablecloths are included. They also have room deals with several local hotels

Benefits to using the Gardens include: no security or insurance needed; no food or drink restrictions; no stairs and easy handicap accessibility; easy vendor loading and unloading and they will open for us anytime we want without any extra fee.

The Gardens can also include a drink package for the day for \$1 per person plus \$150 bartender fee. This would come up to around \$350 and include coffee, tea, sodas and water for the full day.

Jan stated the date for the 2015 Cake Decorating Extravaganza is September 13, 2015.

Helen stated she liked the room and that it was square, rather than a long rectangle. Eunice mentioned that we should not use the convention center because we lose money. Jan added that we could have trouble with the vendors being at the Pasadena Convention Center, we should have had to pay a percentage of their profits and we may have to in the future if we stay there and that this fee would have to be paid by the club or not many vendors would want to come.

Helen reminded everyone that there was a motion on the books to use the Pasadena Convention Center as the home of the CDE forever. Eunice moved to resend this motion, so we no longer have to use the Pasadena Convention Center every year for the CDE. Kathy second the motion.

Lori Gust states we should hold off on the vote. Kathy reminded everyone of the benefits of the Gardens. Jan notes that nowhere is going to be perfect place and have everything we want and need. Nancy agrees with the motion and wants to move ahead. Jan asks if the club wants to wait a month to vote, but wonders if looking at new venues is against our previous vote to maintain the Pasadena Convention Center as home to the CDE and asks Susan Shannon, the parliamentarian, her thoughts. Susan states that in her opinion, we can look at new venues, but that no deals can be made. But by resending the previous vote, we allow ourselves the option of a new venue, this vote does not mean we can't use the Pasadena Convention Center, only that we can use other places too.

The members are asked to vote and the motion carries with only 1 negative vote.

Susan then introduces a motion to use the Gardens as the venue for the Houston Cake Clubs 2015 Cake Decorating Extravaganza. Casey seconds this motion and goes on to discuss the pros of the Gardens compared to other places the club has seen, the benefits to the discounts on classes that come from the profits of the CDE. Jan reminds the members that we don't have to stay at the Gardens forever. Gina Rios agrees with using the Gardens.

The members discussed freely the pros and cons of the Gardens and the motion is asked to be read several times. When the vote is called, the motion passes to use the Gardens for the 2015 CDE.

Jan reminds the group that the November meeting has been changed to the 18th due to Thanksgiving.

The By-Laws Committee has finished and at the end of the meeting both the old and new by-laws will be passed out and discussion of these will take place at the November 18th meeting.

Christmas party – Jan shares several options for the Christmas party. *The Monument Inn* – the menu like 2012, with the final cost including tax and gratuity is \$27.94 per person, and an additional \$1 cake cutting fee per person. They have 1 room left, it will hold 40 people and they need a \$500 non-refundable deposit.

Jan mentioned that in past years 25-35 members attend.

Saltgrass - \$18 + 20% per person, but no separate room.

Johnny Tamales – 3 options, \$14.95 plus taxes and gratuities is a fajita buffet but other menus are available. Separate room with a \$200 deposit and will hold up to 75 people.

Susan states that we work hard at the CDE to earn the money for this party and that while she loves fajitas, the fajitas buffet doesn't seem very festive. Celia agrees that she doesn't want to go to a buffet either.

Lori declares how good *Brady's Landing* was last year and that everyone loved it and went back multiple times to the food line, at this time she says to Kathy, that she sees her shaking her head "no", but that in fact Kathy went 3 times through buffet line. Celia divulges that she too may have gone through the line 3 times but that it was in an effort to find something edible and not because she liked the food, because she thought it was bad. Kathy also agrees with Celia's assessment of the reason she went back to the buffet 3 times. Susan also mentioned she did not care for the "room" the club was given because of people going through it to the buffet. Lori expanded on the buffet and the benefits of going there again. The members discussed freely the pros and cons of *Brady's Landing*.

Kathy made a motion to have the clubs Christmas party at the Monument Inn and in case the room is already booked to use The Saltgrass as a second choice. Marlene Hollier seconds the motion, and the motion carries.

Jan reminds all the party is on December 9th and she will let everyone know at which location the party will be.

Newsletter – Another member had offered to write the newsletter, but had to back out and Helen declares her love of writing it and will continue to do so!!!!!!

Members are reminded to send Helen any newsletter information.

Play days & classes – Jan asks for ideas, what do we want to learn? Margaux Mann desires to learn ruffles. Kathy mentions she can teach fondant ruffles, Susan states she can teach buttercream ruffles and Nancy includes that she can teach wafer paper ruffles. Margaux includes that she can show wafer paper flowers.

It is decided to hold off with play days until after the New Year.

New business

Kathy Brinkley tells everyone about the November 9th Texas ICES classes in San Antonio with Susan Carberry and Peggy Tucker. \$35 member, \$45 non-member hands on all day, but they must know ahead of time. **NO ADMITTANCE AT THE DOOR.**

The new and old By-Laws were passed out. These will be discussed at the November meeting and if unable to attend, send your comments to Bonnell Templet.

Last call for raffle tickets, with Eunice winning.

Casey said thank you from Marissa's family for the flowers sent by the club.

Next meeting November 18th. Meeting adjourned at 12:09.

Minutes were recorded by Susan Shannon.

HOUSTON CAKE CLUB

November 18, 2014 – Meeting Minutes

Held at Larry's Arts and Crafts
Pasadena, Texas

The demonstration this month was on making pressed sugar pieces and was presented by Pat Weiner.

Refreshments were provided by Migdalia Nunez and Roxanne Sharp.

Jan Hutto called the meeting to order at 11:20 AM. There were 22 members and one guest present.

Introductions were done.

Bonnell Templet presented the October minutes for club approval. In Bonnell's absence last month Susan Shannon recorded the meeting minutes. Helen Osteen moved to accept the minutes as presented. Sue Blume seconded the motion and the motion passed.

Helen Osteen presented the Treasurer's report for October. Helen stated that there was income of \$48 from the October raffle that will be on November's report because it has yet to be deposited. Income was zero, expenses were \$917.50, with an ending balance of \$9,592.63. Pat Weiner made a motion to accept the Treasurer's report as presented and Kathy Brinkley seconded the motion. The motion passed on vote.

The demo / refreshment sheet was passed around. Kathy pointed out that we have no demonstrator for January. Gina Rios volunteered.

Jan Hutto thanked Pat Weiner for her demo and reminded everyone to be sure and sign the attendance book.

Jan also reminded the members that our annual Christmas party replaces our regular meeting in December. This year the party will be at the Monument Inn on December 9th. Please RSVP by December 5th so a final head count can be given to the restaurant. Celia Diaz asked if members not current on their dues are going to be allowed to attend. Jan stated they could attend as guests and as such will have to pay for their own meal, the same as any other guest. Jan also stated the restaurant is allowing us to bring in our own desserts. Kathy asked if we should have a sign-up sheet. It was decided to forgo a sign-up sheet. We do not know which room we will be in as of yet but we will be placing our orders at the door upon arrival so it's important that we arrive on time.

UNFINISHED BUSINESS

CDE Reimbursements - need to be submitted this month. The reimbursement form is not yet up on the website but was attached to this month's newsletter. Helen will be sending Lori Gust the file so the form can be uploaded on the website.

2015 CDE Location – our deposit has been paid for The Gardens as our venue next year. Helen reminded everyone that we are getting a large discount on the room rental.

Debbie Brown Classes – Lori has spoken with Debbie about the 2015 CDE. She states Debbie is willing to come but she wanted us to be aware that she will have a new book coming out in December 2015 or January 2016. She wondered if we might want to wait in order to be able to use something from the new book. Lori states Debbie inferred to her that she will come anytime in 2016. Jan stated that we have already spoken about having Debbie at our 2015 CDE. Helen reminded Jan that we have not advertised her as a presenter or teacher as of yet. There was discussion regarding having her come after the first of the year 2016. Different months were discussed. Kathy suggested that Debbie could be a presenter at the Texas ICES DOS in February 2016 and then we could have her teach classes for HCC while she is here. The classes would be at Larry's. Bonnell Templet asked if we wanted to lose such a popular presenter from our CDE and did we have any other headliners in mind. Casey Marchan pointed out we will probably have the Swank guys as headliners at our CDE. It was decided to target early February 2016 or mid March for classes. Lori will get back to Debbie with these dates and see if that works for her.

NEW BUSINESS

Christmas Charity – our normal procedure is to donate 10% of the registration fees from the CDE to a charity of our choice. Our total this year was \$6,035.05 in registration fees, 10% of that amount is \$604. Jan asked for suggestions. She reminded members we have contributed to Ronald McDonald House in the past. Casey suggested that we take the money and buy winter coats for children in women's shelters. Casey is aware of a shelter off Navigation Street in Houston. Jan stated that these shelters are not as popular of a charity as Ronald McDonald House is. Bonnell reminded the members that there is a shelter in Pasadena called The Bridge. Lori suggested we split the donation taking requested supplies to Ronald McDonald house and donating the money to a woman's shelter. Margaux Mann stated she liked the idea of splitting the donation. Helen stated that the Ronald McDonald House will send us a list of needed items. Gina Rios stated her family has utilized the services of Ronald McDonald House in the past and that their need is great. Helen states we were told in the past it costs \$35 dollars a day to house and feed a family.

Lori made a suggestion that we have a raffle at the Christmas party with proceeds rounded up to \$100 to go to Ronald McDonald House along with the needed items collected and that the 10% of the registration fees to go to a shelter. Sandra Hughes made a motion to adopt Lori's suggestion and Helen seconded the motion. Discussion – Casey will find out the name of the shelter on Navigation. The question was asked if we want to give to an emergency shelter or a shelter for victims of domestic violence. Jan stated her feelings lean toward domestic violence because people in crisis have multiple organizations from which to get help. Helen suggested we choose The Bridge. Helen made an amended motion that the proceeds from the Christmas party raffle be rounded up to \$100 to be donated to Ronald McDonald House along with any needed items collected. The 10% of the registration proceeds will be donated to The Bridge. Susan Shannon seconded the motion and the motion passed.

Christmas Party Gift Exchange – Jan asked if we still want to do this as part of our Christmas party. Kathy Brinkley made a motion that we have the gift exchange at the party and that gifts be limited to \$15. Susan Shannon seconded the motion and motion passed. Jan stated that the gifts do not have to be cake related but do need to be in good taste.

Jan reminded everyone that dues expire as of the end of December 2014.

Texas ICES DOS – Kathy states it will be February 1, 2015. She asked if the members wanted to sponsor Sidney Galpern classes at Larry's as she will be in town to be a presenter at the DOS. Kathy showed pictures Sidney sent her that were potential class projects and reminded everyone that Sidney furnishes all supplies needed. The projects are all made using Isomalt.

Her suggestions:

Tea pot and cup – \$95 for 5 hour class

Gnome - \$145 for a 2 day, 9 hour class

Fish on Cake - \$125 one day

Pirate - \$290 for 2 – 8 hour days

Bow - \$70 for 3 hours

Bow, Brooch, Shoe - \$95 for 8 hour class

Helen reminded everyone that the price of lunch is added to the cost of the class but that Sidney does not charge for her travel expenses or accommodations. Jan reminded everyone that members do get a discount on classes.

Kathy asked for a show of hands of those interested in taking the classes. Several people were interested in two days of classes with different subject matter for each class versus a one-day class. The consensus was for the Teapot

and Cup class for one day and the Bow, Brooch, and Shoe class on the second day. Helen stated the cost would be \$80 for members and \$120 for non-members and there would be a 16 person maximum. Helen stated that as usual members would be allowed to sign up prior to non-members.

There was discussion centered around what days to have the classes. Helen made a motion to have Sidney Galpern teach a two day class, one being the Teapot & Cup and the other being the Bow, Brooch, and Shoe class on January 30th (Friday) and January 31, 2015 (Saturday). Elma Vega seconded the motion. Casey Marchan amended the motion to change the days to Saturday, January 31, 2015 and Monday, February 2, 2015. Pat Weiner seconded the motion. There was no further discussion and the amended motion passed. Helen stated she will wait to start accepting money until Sidney confirms the dates are acceptable to her.

By-Laws Revisions – Jan reminded everyone that the proposed By-Law revisions were e-mailed or mailed to all members and were also attached to the November newsletter. There were also copies available at the meeting. She opened the floor for discussion. Lori Gust stated that she feels there are some good changes and some changes that appear to take away member powers. Due to there not being much time left in the meeting Celia Diaz made a motion that we replace the demonstration at the January 2015 meeting with discussion of the By-Laws revisions. Bonnell Templet seconded the motion and motion passed.

Last call for raffle tickets was issued.

The raffle was won by Gina Rios.

Jan adjourned the meeting at 12:15 PM

Minutes were recorded and submitted by Bonnell Templet