

## Report of the 25-Year UCDRA Anniversary Celebration Planning Committee

Summary of Meeting - December 4, 2013

Present: Rosie Cushing, Sandy Filby, Deanna Falge Pritchard

### Suggested Event Schedule

12:00 - 1:30 p.m. Special Celebration Lunch - by invitation

UC President, Janet Napolitano

UCD Chancellor, Linda Kaheti

Vice Chancellor, Shaun Keister

All Past Presidents and Present President and Board Members

Charles Hess, Larry and Rosalie Vanderhoef, Lorena Herrig, Others?

1:45 - 2:00 p.m. Welcome - UC Davis Aggie Band

1:45- 2:00 p.m. Social - 25 Year Anniversary Celebration of the Staff Retirees Association (UCDRA)

Slide Show (Staff Retirees Only) with CD Music

Refreshments: Cake and Sparkling Cider, Cookies and Coffee

2:30 - 2:45 p.m. Introductions and Brief Remarks with Fun Facts

UCDRA President introduces Vice Chancellor Keister

VC Keister introduces Chancellor Kaheti

Chancellor Kaheti introduces President Napolitano

2:45 - 3:00 p.m. General Business Meeting

3:00 - 4:00 p.m. Health Care Facilitator, Guerren Solbach

### Marketing and Advertising

Article in *UC Davis Magazine*

New Stationary with 25 year anniversary heading and/or logo of UCDRA

Information Sheet covering what UCDRA does and its special events and contributions

25 Year Anniversary T shirts or Buttons

### Decorations

Banners, Balloons- Blue and Gold

Possibly Streamers and Noise Makers

Others?

### Timeline

#### Immediately:

Contact offices to calendar UC Pres., UCD Chancellor, VC Development and Alumni Affairs

Send a special invitation letter to UC Pres. and UCD Chancellor

Phyllis to inform UCDEA Board of Planning for the Staff Retirees' Celebration

Phyllis and Sue to meet with Shaun Keister to discuss plans

Prior to *UC Davis Magazine* publication deadline:

Develop article

#### In June:

Send out a save the date announcement

In September:

Send out Letters of invitation to Past Presidents and Board Members and other Special Guests

### Things to think about as event planning and publicity are developed

We want people to know what the Association does and important contributions it has made:

Benefits

UCD Committee Participation

Parking

Retiree Center

Events - New Retiree Reception, Holiday Party, Fall

Others?

Fest, Picnic Day Parade,

Our objective is to Celebrate and Promote UCDRA

Volunteers