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| **Meeting Title** | **House Meeting** |
| **Meeting Venue** | **Appalachian Dining Commons** |
| **Facilitators** | UnlimitedSolutions-Clubhouse-Logo-Color.pngHeidie & Mike V. |
| **Meeting Objective** | House Meeting |
| **Date** | 12/10/18 |
| **Minute Taker** | Crystal and Dave |
| **Meeting Attendee’s** | Laura, Deb, Vera, Connie, Jason, April, Kim, Angel, Alyssa, John, Dan, Alysia, Donnie, Heather, Carrie, Karen, Peter, Brian, Tonya |
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| **Agenda Topic** | **Discussion Notes** | **Person Responsible** | **Follow Up Needed** |
| **Ice Breaker** | Shared a topic question by choice; What was a Christmas gift you wanted as a child and did or did you not ever get it? | Heidie & Mike | Weekly |
| Lunch dishes | Reminder and request to please pick up your own kitchen dishes from the Café and bring to the kitchen to be washed id you are eating the Meal of the Day (MOD). | All | Riverside |
| Meeting etiquette | Please be aware of any meetings going on in the Clubhouse and do not interrupt or distract people who are participating. Be mindful of your surroundings. | Riverside | As needed |
| Friday Social | We are playing winter games. | Heidie | None |
| Compliance Report 2018 | Carrie reviewed and discussed the information needed for the report. It’s due by Friday. | Carrie | None |

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| **Agenda Topic** | **Discussion Notes** | **Person Responsible** | **Follow Up Needed** |
| Orientation Video | Viewed and discussed video – some recommendation were made as to how to better enhance. | Streetside | As needed |
| Housekeeping | Automatic Paper Towel Dispenser in the Lady’s Bathroom is not working – batteries probably need changing. | Riverside | Batteries have been replaced, working fine. |
| Cooking Fundraising | On hold | Carrie | Waiting on PCHC Fundraising Committee. |
| Pay It Forward Videos | Carrie showed tow video in progress – input and feedback was given on both. Second video favored over first. | Streetside | As needed. |