

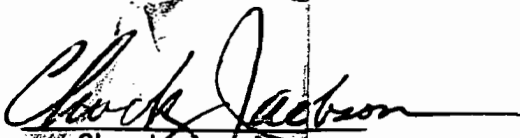
FINAL REPORT
SPACE CENTER ROTARY CLUB

SIXTH ANNUAL SHIMPOREE AND BENT AUCTION

FIELD

SEPTEMBER 15, 1979 AT SILVER CREEK COUNTY PARK

Prepared by:


Chuck Jacobson
General Chairman

27 December 1979

Copies of this Report were distributed to:

Tom Boone

Jim Bower

Floyd Boze

Dick Brown

Jim Carrell

Dick Chandler

Jack Eggleston

Mary Lou Fitch

Maury Fitch

Pete Gist

Mario Grabar

Norm Grine

Jim Hargrove

Charles Hartman

Chuck Jacobson

Al Jowid

Paul Jury

Carl Lambert

Al Ligrani

Gene Lindquist

Marvin Matthews

Bob McGlashon

Bob Mitchell

Bob Montgomery

Al Naumann

A. B. Olsen

Mike Ratcliff

Low Rodriguez

Bev Steadman

Bob Stephens

Bill Webb

Billy Weseman

Walt Wicker

1.0 Summary

The Space Center Rotary Club's Sixth Annual Shrimporee and Benefit Auction was held on September 15, 1979 at the Galveston County Park in League City, Texas. Boiled shrimp, fried fish, cole slaw and red beans were served with the meal ticket, and dessert, soft drinks and beer were available at extra cost. According to ticket stubs collected, 5591 people were served and 2730 refills were given.

The event was a big success in many ways. The primary purpose of fellowship was well served. Financial results were remarkable - \$21,738.23 net, a 34.29% increase over the previous year. Obviously, a credit to all committee chairmen, committee members and community volunteer help.

2.0 Recommendations:

All of the committee reports are included and are excellent. I cannot add anything useful to them so I will restrict my comments to those that may be useful to future General Chairmen.

2.1 Schedule - A master schedule needs to be prepared by the Chairman in early January to be sure that nothing is overlooked. It should include, at least, the following functions:

- Reserve park (2nd of January)
- Select date
- Publish frequent promotion in Blastoff
- Insert spot commercials at Club meetings
- Select Vice Chairman (obtain Board approval)
- Select committee chairmen
- Select Shrimporee Treasurer (obtain Board approval)
- Make committee appointments (revise monthly)
- Establish committee budgets
- Establish ticket, dessert and beverage prices (obtain Board approval)
- Select primary beneficiary (obtain Board approval)
- Meet with committee chairmen (several times)
- Revise committee plans
- Schedule kick-off date at regular monthly meeting
- Obtain committee reports
- Determine final financial results
- Publish final report.

2.2 Reserving the Park - Due to park policy (over 50% of users must be Galveston County residents) you need to enlist the aid of Larry Rowe to obtain a firm reservation. The new policy establishes a janitorial fee and a use fee. This year the first was \$400. which was refunded for acceptable cleanup. The use fee was \$150. and

was not refunded. Two separate checks are required. There was a great deal of uncertainty associated with the reservation this year due to implementation of a new use and charge policy. This activity should start on the 2nd day of January, which means that the preferred date must be selected by then. Contact Norma at 337-2575 extension 226 or 227 to get things rolling.

- 2.3 Date - This year we set the date at September 22nd and then changed it to the 15th to avoid conflict with Yom Kippur. In retrospect, it probably would have been better to move the other direction to give more time after the Labor Day holiday. This deserves more careful consideration than it was given this year.
- 2.4 Ad Hoc Committees - I recommend that Ad Hoc Committees be established early to make recommendations on how to deal with the following problem areas:
 - 2.4.1 Freebie Ticket Policy - See Mario Grabor's report and Gene Lingquist's remarks included in the Logistics Committee report.
 - 2.4.2 Beer for Workers Policy - This is very important, and I feel that how it gets paid for and the time it arrives should be firmly established in advance of THE DAY.
 - 2.4.3 Non Working Rotarian Problem - Several Rotarians have legitimate reason for not being available on THE DAY. They are generally responsible individuals who will be honest and apologetic about being unable to help. The real problem category is the Rotarian who says he will be there but doesn't show up and doesn't tell anyone. Somehow we need to get the message out that the former is a far better arrangement than the latter. Another thought is that these people are logical candidates to help out with Beer for Workers.
 - 2.4.4 Auction Image Change - Our community views the Shimporee auction as a bargain hunt. In other communities (Northshore) it is a prestige trip to go to the Rotary auction and bid things sky high. We need to discuss this item with them with the objective of figuring out how to start the process of changing the image of our auction in the Bay Area community. I think Brazosport also has some ideas on this.

2.4.5 Back-up Location - It is probably of little concern but it seems more difficult to firm up arrangements with them ^(Leaky Co. Park) than it has been in the past. Also, with a new Rotary Club in League City, the situation may become more complicated.

2.5 Prices - I think that we have about reached the limit as far as number of people we can serve and other ways need to be exploited to continue to increase net income. I recommend that we adopt the following price schedule for 1980:

Tickets - \$6.00 in advance
 \$7.00 at gate
Beer - \$1.00 for 16 oz. cup
Soda - \$.50
Dessert - \$1.00 for pie
 \$.50 for other desserts

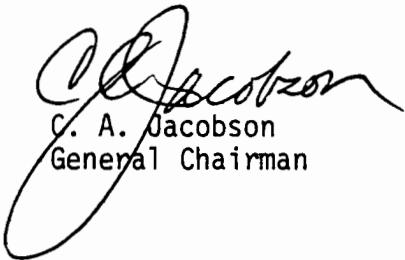
2.6 New Advance Committee - Consideration should be given to establishing a Recruiting Committee relatively early in the year. This committee should be responsible for recruiting wives of Rotarians, Rotarians (and establish firmly if they intend to work on THE DAY) and non-Rotarian workers.

2.7 Bouquets - Someone should be designated responsibility for seeing that no-one gets overlooked in the KUDO department. The General Chairman can't handle that alone. I recommend Gene Lindquist.

2.8 Checking Account - A new permanent checking account should be established for Shrimporee only.

2.9 Rain Plan - An excellent rain plan was developed by Dick Brown. I believe it can be implemented next year without change.

3.0 It has been a rewarding experience to serve as Shrimporee General Chairman. My thanks go to all who made it such an outstanding success.


C. A. Jacobson
General Chairman

1979 SHRIMPOREE RESULTS

| | ACTUALS | | GOAL | ACTUALS |
|----------------|----------|----------|----------|-------------|
| 1976 | 1977 | 1978 | 1979 | 1979 |
| ATTENDANCE | 3300 | 3581 | 3885 | 5591 |
| INCOME | | | | |
| Tickets - Food | \$13,754 | \$18,230 | \$21,700 | \$26,005.80 |
| - Beverages | 2,526 | 2,758 | 2,800 | 4,612.65 |
| - Desserts | 223 | 330 | 300 | 492.72 |
| Auction | 8,707 | 12,498 | 12,500 | 14,679.90 |
| Donations | 228 | 1,225 | 2,500 | 2,375.55 |
| Surplus Items | 1,330 | 1,448 | 1,500 | 870.50 |
| TOTAL | \$26,768 | \$36,489 | \$41,300 | \$49,037.12 |
| EXPENSES | \$15,910 | \$20,301 | \$26,515 | \$27,298.89 |
| NET | \$10,858 | \$16,188 | \$14,785 | \$21,738.23 |

34.29% INCREASE IN NET OVER 1978

1979 SHRIMPOREE EXPENSE

| | 1977 Actual | 1978 Budget | 1978 Actual | 1979 Budget | 1979 Actual |
|------------------------------------|----------------|----------------|----------------|----------------|----------------|
| I. PUBLICITY | \$1556 | \$1600 | \$1822 | \$1900 | \$2225.08 |
| II. TICKET SALES | 226 | 300 | 310 | 475 | 704.05 |
| III. AUCTION | 646 | 700 | 943 | | 1346.01 |
| IV. SITE PREPARATION & PARKING | 109 | 200 | 122 | 125 | 419.07 |
| V. LOGISTICS/TRANSPORTATION | 4 | 20 | -0- | -0- | 3.50 |
| VI. SHRIMP/FISH PROCUREMENT | 9143 | 10100 | 12811 | **19500 | 17215.00 |
| VII. SHRIMP COOKING | 101 | 125 | 28 | 140 | 93.57 |
| VIII. BEVERAGES | 1497 | 1600 | 1279 | 1750 | 2258.01 |
| IX. BEAN PREPARATION | 451 | 500 | 400 | 500 | 534.43 |
| X. COLE SLAW PREPARATION | 485 | 500 | 527 | 675 | 704.37 |
| XI. FISH FRYING | 378 | 400 | 435 | 500 | 426.42 |
| XII. DESSERT | -0- | -0- | -0- | -0- | 50.00 |
| XIII. RED SAUCE & CONDIMENTS | | | *400 | 450 | 700.61 |
| XIV. PRE-AUCTION ENTERTAINMENT | | | -0- | -0- | 100.00 |
| XV. CASH GIFTS FOR SHRIMP PURCHASE | | | -0- | -0- | 83.08 |
| XVI. FOOD SERVING | 735 | 800 | *425 | 500 | 435.69 |
| TOTALS | \$15910 | \$17445 | \$20301 | ***\$26515 | \$27298.89 |

34.47% increase in expense
over 1978

* ESTIMATED BREAKDOWN OF TOTAL \$825. (12% INCREASE OVER 1977).

** ASSUMES 8% INCREASE IN ATTENDANCE AND 41% INCREASE IN COST.

*** 31.6% INCREASE OVER 1978 ACTUALS.

Advance Cash for Change

| | <u>1978</u> | <u>1979</u> | <u>Recommendation</u> |
|--------------|-----------------|-----------------|-----------------------|
| Ticket Sales | \$ 40.00 | \$100.00 | \$300.00 |
| Auction | 200.00 | 220.00 | 220.00 |
| Beverages | 40.00 | 150.00 | 450.00 |
| Dessert | <u>20.00</u> | <u>40.00</u> | <u>120.00</u> |
| | <u>\$300.00</u> | <u>\$540.00</u> | <u>\$1090.00</u> |

In spite of obtaining more change than 1978, we were considerably short this year. I believe the change in beer prices from 50¢ to 75¢ and change in ticket prices at the gate from \$5.50 to \$6.00, plus the increased numbers of people, made the situation worse. We should plan to have more than enough in the future.

Here's my suggestion for allocation of change:

| | <u>Total</u> | <u>25¢</u> | <u>\$1.00</u> | <u>\$5.00</u> | <u>\$10</u> |
|--------------|---------------|--------------|---------------|---------------|--------------|
| Ticket Sales | \$ 300 | \$ | \$300 | \$ | \$ |
| Auction | 220 | | 50 | 70 | 100 |
| Beverages | 450 | 300 | 150 | | |
| Dessert | <u>120</u> | <u>70</u> | <u>50</u> | <u>\$ 70</u> | <u>\$100</u> |
| | <u>\$1090</u> | <u>\$370</u> | <u>\$550</u> | | |

R. Brown

R. Brown
10/18/79

CHUCK - VERY GOOD! Believe you may have missed 2 in your letter....

FRED WADDELL for his taking pictures of the cars that were contributed and other pictures as well for papers.

BUD ESLINGER for his efforts in getting some of the RADIO stations to announce our event over the air AND the part he played in getting exposure on RON STONE'S "Scene at 5" TV show. Perhaps a letter to each from you OR allowing me to put into next Blastoff which will come out on Oct 18th - might be a bit late tho - - ??? OK? Thanks - Gene

1 October 1979

Subject: SPACE CENTER ROTARY CLUB 1979 SHRIMPOREE AND BENEFIT AUCTION

Also perhaps Larry Rowle - Call me - OK?

To all Space Center Rotarians I extend my deep appreciation for a job well done. Without the dedication of each of you we could not have turned in what looks like a record performance. While there is always a risk of leaving out someone deserving of special mention I want to let you know about some especially meritorious performances. My special thanks go to:

Al Jowid - for filling in for me on several occasions prior to the big day and for "running" the cook shack during the event.

Dick Brown - for producing our first rain plan and arranging for a super day.

Gene Lindquist - for timely reminders on things that needed to be done and, thus helped me avoid letting them go down the crack.

Mario Grabar - for a saturation job on publicity.

Mike Ratcliff - for a new record in ticket sales.

Jim Hargrove & Bill Webb - for a new record auction.

Don Kirk - for obtaining the auction platform and hosting the bag party.

Billy Burt - for the steps to the platform.

Al Naumann - for excellent site preparation.

Jim Wyatt - for the coordination of a "rain plan" activity for the installation of electrical power in the food preparation area and assisting in parking and traffic coordination.

Billy Weseman - for being the advisor to the chairman, arranging for the park electrical lighting system, obtaining chairs for the auction, rehabilitation of the park and storage of Rotary chairs and miscellaneous equipment.

Jack Eggleston - for the development and implementation of the parking and traffic control plan and arranging for outside assistance obtained from the Scouts of the Harris County Youth Village and the rehabilitation of the park.

Dick Phelps - for the installation of a "Shrimporee" telephone.

Pete Gist - for obtaining the PA system and providing entertainment.

Dick Brown - for the use of umbrellas and tables for the ticket committee.

Bob Mitchell - for total logistics support.

Jim Bower - for significant underbudget purchase of shrimp.

Bob DeLuca - for taking over for Jim Bower on the day.

Bob Montgomery - for another smooth shrimp cooking performance.

Norm Grine - for the decision to increase beer cup size and significantly increasing net beverage income.

Carlos Villagomez - for saving our lines early in the day.

Bob Wren - for more beans.

Bob McGlashan - for preparing extra slaw as required.

Bill Bennett - for transporting slaw and storing barrels until next year.

Marvin Matthews - for early morning Beignets and, later on for gumbo and beer.

Bev Steadman - for superb condiments.

Bert Benson, Sid Bourg, and Rob Chuoke - for "working their fannies off" for Bev.

Pete Gist - for music of the land.

Tom Boone - for achieving the goal in shrimp purchase assist.

Dick Chandler and Maury Fitch - for executing the monumental task of serving 8,000 servings.

Charlie Whynot - for best ever Prime Beneficiary support.

Lee Prentice - for late night cook shack cleanup.

Bob Montgomery and Jack Eggleston - for Sunday morning cook shack cleanup.

Al Naumann - for Sunday morning park cleanup.

Jim Wyatt and Marvin Matthews - for Sunday morning fish cooker cleanup.

-- and to the ladies --

Mary Lou Fitch - for a new record income for desserts.

Maclyn Kirk and Henry Ella Clark - for auction clerking all day long.

Paula Ashcraft - for logging in the auction items.

More recognition to come as I hear the returns.

Chuck



HEAR YE, HEAR YE!! CHUCK JACOBSON, our General Chairman of the SHRIMPREE, is calling for your IMMEDIATE ATTENTION!! Chuck says that in NO WAY can the NET PROFIT figure of our Sept. 15th Shrimpree be determined until EVERY MEMBER TURNS IN HIS MONIES FROM TICKET SALES and ANY BILLS DUE TO BE PAID turned into our treasurer, AL JOWID! WHY THE DELAY, GENTLEMEN? Ticket Chairman, MIKE RATCLIFF, also says that he cannot determine the "team winners" for the sale of tickets until all monies are turned in. It was hoped that the winners of individual sales AND the winning teams could be announced by Monday, October 15th, and then printed in this BLASTOFF edition. Delays make it necessary to hold up such announcements for the next issue. PLEASE HELP OUT BY RESPONDING PROMPTLY TO THIS CALL FROM CHAIRMAN CHUCK, CHAIRMAN MIKE and TEAM CAPTAINS.....A letter of THANKS reached you in the last BLASTOFF, coming from Chairman CHUCK. Without the printing of an additional letter, CHUCK wishes to extend hearty thanks to the following members:

FRED WADELL - for the many OFFICIAL SHRIMPREE pictures taken by him for use in helping to promote the SHRIMPREE event in local newspapers and magazines.

BUD ESLINGER - for preparing and delivering press releases to radio, TV and news media.

LARRY ROWE - for his sweating out the preparation and installation of the big sign out in front of the entrance of the County park on hiway 3.

MERV HUGHES - for his contributing \$25 cash to the beverage booth when it ran out of change during the heat of the day.

LLOYD GARLAND - for his yeoman service in working and servings at the soft drink booth in spite of his ailing back.

BILL WESEMAN - for his many color camera snap shots - a top candid record for our history scrap book. Goodness only knows just how many snaps he took - ALL GOOD!

SID BOURG - for contributing a keg of Coors beer to the work crew.

KENT TIBBETTS - for contributing a keg of Coors beer to the work crew.

EMPLOYEES CLUB - of McDonnell-Douglas, for cash contribution of \$750.00.

CHARLES WHYNOT - for cash contribution of \$500.00.

LOCKHEED ELECTRONICS - for contributing the printing of 5,000 flyers for distribution.

NORMAN FREDE CHEVYPORT - for donating a good used Chevy Monte Carlo automobile.

MILLER-FREEMAN FORD - for donating a good used Ford Mustang.

JACK CRISWELL SUBARU - for donating a good Subaru Brat (Go-cart).

AGENDA
1979 COMMITTEE CHAIRMEN MEETING
6 JULY 1979

GENERAL

- CLUB MEMBER PARTICIPATION COMMITMENT
- DATE SET FOR SEPTEMBER 15TH
- BUDGET REVIEW - CHUCK JACOBSON
- SHRIMPOREE TREASURER - AL JOWID
- RAINOUT PLAN - DICK BROWN
- PRIMARY BENEFICIARY - PALMER DRUG ABUSE PROGRAM
- TICKET PRICES - CHUCK JACOBSON

PUBLICITY - DON WRIGHT

- PROGRESS TO DATE
- BANK STUFFER DOOR PRIZE
- PUBLISH SCHEDULE OF NEWSPAPER ADS
- RADIO SPOT ANNOUNCEMENTS (TIMING, CONTENT)
- MOBILE SIGNS AND MARQUEES

TICKET SALES - MIKE RATCLIFF (DAVE SINCOX)

- PROGRESS TO DATE
- TWO VS. THREE PART TICKETS
- INFO TO BE PRINTED ON TICKETS
- HOW TO USE PRIMARY BENEFICIARY IN TICKET SALES
- CONTROL SHEET

AUCTION - JIM HARGROVE

- PROGRESS TO DATE
- POLICY ON REBATE TO ARTISTS
- TWO AUCTIONEERS?
- INDICATE TIMEFRAME FOR SALE OF SPECIFIC ITEM?
- WHERE DOES TRAILER COME FROM?

SITE PREPARATION AND PARKING - AL NAUMANN (JIM WYATT)

- PLATFORM FOR STEP UP TO TRAILER
- ELECTRICAL SYSTEM REPAIR BY COUNTY
- RESERVE PARKING
 - WHO GETS IT?
 - WHERE IS IT?
 - HOW DO YOU CONTROL IT?

LOGISTICS/TRANSPORTATION - BOB MITCHELL (BILL GRESKO)

- ITEMS PURCHASED IDENTIFIED BY COMMITTEE ON INVOICE
- KITCHEN EQUIPMENT ACQUISITION
- FOOD PURCHASES

AGENDA
1979 COMMITTEE CHAIRMEN MEETING
JUNE 20, 1979
PAGE 2

SHRIMP/FISH PROCUREMENT - JIM BOWER

- ADVANCED PURCHASE
- USE OF REFRIGERATED TRUCK
- HANDLING OF SURPLUS SALES

SHRIMP COOKING - BOB MONTGOMERY (BOB STEPHENS)

- METAL GAS LINES
- CONCRETE PAD AT SOUTH END OF COOKING SHED
- SCREEN OVER DRAIN IN COOKER TANK
- SPRAY FOR FLIES

BEVERAGES - NORM GRINE

- BEER LICENSE ACQUISITION
- PRE MIX SODA AGAIN?
- YOUTH WORKER'S DRINKS
- EMBROIDERED PATCH
- TAX EXEMPT STATUS

BEAN PREPARATION - BOB WREN

- CANNED BEANS AGAIN?
- PURCHASE OF BUTANE BURNERS
- OTHER EQUIPMENT REQUIREMENTS

COLE SLAW PREPARATION - BOB MCGLASHAN

- BRAZOSPORT RECIPE?
- ARRANGEMENTS WITH UNIVERSITY

FISH FRYING - MARVIN MATTHEWS

- REVIEW PROBLEMS OF LAST YEAR
- COOKER REPAIR
- COOKER CLEANING - CHECK CONDITION PRIOR TO 15TH
- PLAN FOR CLEANING AFTER USE

DESSERT - MARY LOU FITCH

- PLAN FOR INVOLVEMENT AND SUPPORT OF ALL WIVES
- COMMENT ON RECOMMENDATIONS FROM LAST YEAR'S CHAIRPERSON

RED SAUCE AND CONDIMENTS - BEV STEADMAN

PRE-AUCTION ENTERTAINMENT - PETE GIST

CASH GIFT FOR SHRIMP PURCHASE - TOM BOONE (KENNETH KAYE)

- INTERACTION WITH AUCTION COMMITTEE
- GOAL?

FOOD SERVING COMMITTEE - DICK CHANDLER (MAURY FITCH)

- SOURCES OF WORKERS
- INSTRUCTION ON SERVING QUANTITY
- PLATE COUNT

AGENDA
1979 COMMITTEE CHAIRMEN MEETING
JUNE 20, 1979

GENERAL

- CLUB MEMBER PARTICIPATION COMMITMENT
- DATE SET FOR SEPTEMBER 15TH
- BUDGET REVIEW - CHUCK JACOBSON
- SHRIMPOREE TREASURER - AL JOWID
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- PLATFORM FOR STEP UP TO TRAILER
- ELECTRICAL SYSTEM REPAIR BY COUNTY
- RESERVE PARKING
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- ITEMS PURCHASED IDENTIFIED BY COMMITTEE ON INVOICE
- KITCHEN EQUIPMENT ACQUISITION
- FOOD PURCHASES

SHRIMP/FISH PROCUREMENT - JIM BOWER

- 0 ADVANCED PURCHASE
- 0 USE OF REFRIGERATED TRUCK
- 0 HANDLING OF SURPLUS SALES

SHRIMP COOKING - BOB MONTGOMERY (BOB STEPHENS)

- 0 METAL GAS LINES
- 0 CONCRETE PAD AT SOUTH END OF COOKING SHED
- 0 SCREEN OVER DRAIN IN COOKER TANK
- 0 SPRAY FOR FLIES

BEVERAGES - NORM GRINE

- 0 BEER LICENSE ACQUISITION
- 0 PRE MIX SODA AGAIN?
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- 0 EMBROIDERED PATCH
- 0 TAX EXEMPT STATUS

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- 0 CANNED BEANS AGAIN?
- 0 PURCHASE OF BUTANE BURNERS
- 0 OTHER EQUIPMENT REQUIREMENTS

COLÉ SLAW PREPARATION - BOB MCGLASHAN

- 0 BRAZOSPORT RECIPE?
- 0 ARRANGEMENTS WITH UNIVERSITY

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- 0 REVIEW PROBLEMS OF LAST YEAR
- 0 COOKER REPAIR
- 0 COOKER CLEANING - CHECK CONDITION PRIOR TO 15TH
- PLAN FOR CLEANING AFTER USE

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- 0 PLAN FOR INVOLVEMENT AND SUPPORT OF ALL WIVES
- 0 COMMENT ON RECOMMENDATIONS FROM LAST YEAR'S CHAIRPERSON

RED SAUCE AND CONDIMENTS - BEV STEADMAN

PRE-AUCTION ENTERTAINMENT - PETE GIST

CASH GIFT FOR SHRIMP PURCHASE - TOM BOONE (KENNETH KAYE)

- 0 INTERACTION WITH AUCTION COMMITTEE
- 0 GOAL?

FOOD SERVING COMMITTEE - DICK CHANDLER (MAURY FITCH)

- 0 SOURCES OF WORKERS
- 0 INSTRUCTION ON SERVING QUANTITY
- 0 PLATE COUNT

22 May 1979

1979 STRAWMAN SHRIMPOREE BUDGET

| | 1977 Actual | 1978 Budget | 1978 Actual | 1979 Budget |
|------------------------------------|----------------|----------------|----------------|----------------|
| I. PUBLICITY | \$1556 | \$1600 | \$1822 | \$1900 |
| II. TICKET SALES | 226 | 300 | 310 | 350 |
| III. AUCTION | 646 | 700 | 943 | 1000 |
| IV. SITE PREPARATION & PARKING | 109 | 200 | 122 | 125 |
| V. LOGISTICS/TRANSPORTATION | 4 | 20 | -0- | -0- |
| VI. SHRIMP/FISH PROCUREMENT | 9143 | 10100 | 12811 | **15250 |
| VII. SHRIMP COOKING | 101 | 125 | 28 | 100 |
| VIII. BEVERAGES | 1497 | 1600 | 1279 | 1500 |
| IX. BEAN PREPARATION | 451 | 500 | 400 | 500 |
| X. COLE SLAW PREPARATION | 485 | 500 | 527 | 550 |
| XI. FISH FRYING | 378 | 400 | 435 | 450 |
| XII. DESSERT | -0- | -0- | -0- | -0- |
| XIII. RED SAUCE & CONDIMENTS | | | *400 | 450 |
| XIV. PRE-AUCTION ENTERTAINMENT | | | -0- | -0- |
| XV. CASH GIFTS FOR SHRIMP PURCHASE | | | -0- | -0- |
| XVI. FOOD SERVING | 735 | 800 | *425 | 500 |
| | \$15910 | \$17445 | \$20301 | ***\$22675 |

* ESTIMATED BREAKDOWN OF TOTAL \$825. (12% INCREASE OVER 1977).

** ASSUMES 8% INCREASE IN ATTENDANCE AND 10% INCREASE IN COST.

*** 11.7% INCREASE OVER 1978 ACTUALS

1979 SHRIMPOREE COMMITTEE ASSIGNMENTS

General Chairman - Chuck Jacobson
 Deputy Chairman - Al Jowid
 Advisor - Dick Brown

al Ligrani

- I. PUBLICITY: Chairman - Don Wright
 Advisor - John Brinkman

B. J. Cannon
 Carl Dyess
 Bud Eslinger
 Lloyd Garland

Larry Lassiter
 Gene Lindquist
 Beau Miller
 Jerry Pennington

David Ross
 Fred Waddell

- II. TICKET SALES: Chairman - Mike Ratcliff
 Advisor - Dave Sincox

Floyd Boze
 Mike Brinkman
 * Kenneth Kaye
 Al Pokorny

Don Kirk
 Cap Landolt
 Keith Sherman
 Buck Weston

- III. AUCTION: Chairman - Jim Hargrove
 Advisor - Bell Webb

Buck Arbuckle
 Chet Chambers
 Lionel Garcia
 Lloyd Giles

Don Kirk
 Carl Lambert
 Frank Morgan
 Dick Phelps

Ron Rosenhagen
 Larry Rowe
 Pete Gist

- IV. SITE PREPARATION AND PARKING: Chairman - Al Naumann
 - Advisor - Billy Weseman

Jack Eggleston
 Pete Gonzales

Al Brady
 Jim Wyatt

- V. LOGISTICS/TRANSPORTATION: Chairman - Bob Mitchell
 Advisor - Bill Gresco

Billy Burt
 Randy Hall

Joe Skelly

- VI. SHRIMP/FISH PROCUREMENT: Chairman - Jim Bower
 Advisor - Al Ligrani

Paul Davis

Bob Deluca

VII. SHRIMP COOKING: Chairman - Bob Montgomery
Advisor - Bob Stephens

| | |
|----------------|---------------|
| John Bruner | Herb McElveen |
| Rollen Gardner | Larry Morelan |
| Ken Gurry | Dean Woodruff |
| Veit Hanssen | John Ward |

VIII. BEVERAGES: Chairman - Norm Grine
Advisor - Hugh Avery

| | | |
|----------------|----------------|--------------|
| Jerry Connors | Harry Kahler | Bob Scott |
| Bob Cranshaw | Gene Lindquist | Doyle Graham |
| Lloyd Garland | Hal Neely | Jim Haas |
| * John Nesheim | Merv Hughes | Harry Ponisi |
| Roy Iles | Bill Powell | |

IX. BEAN PREPARATION: Chairman - Bob Wren

| | |
|------------|---------------|
| Bob Driver | Dick Thompson |
| Steve Falk | Jim Twining |

X. COLE SLAW PREPARATION: Chairman - Bob McGlashan
Advisor - Don Callaghan

| | |
|--------------|----------------|
| Bill Bennett | |
| Clay Fulcher | Lloyd McDougal |

XI. FISH FRYING: Chairman - Marvin Matthews
Advisor - Dave Griffith

| | |
|----------------|---------------|
| Doug Burwick | * Billy Smith |
| Larry Lassiter | Tom Moser |
| Ron Neighbors | Wayne Clark |

XII. DESSERT: Chairman -
Advisor - Jane Brown

XIII. RED SAUCE AND CONDIMENTS: Chairman - Bev Steadman

Bert Benson
Bob Chuoke
Sidney Bourg

XIV. PRE-AUCTION ENTERTAINMENT: Chairman - Pete Gist

XV. CASH GIFTS FOR SHRIMP PURCHASE: Chairman - Tom Boone

| | |
|----------------|--|
| Billy Burt | Worth McCauley Kenneth Kaye |
| Jerry Connors | Bill Powell |
| Harry Kahler | Erik Vohtz |
| Charlie Whynot | |

XVI. FOOD SERVING: Chairman - Dick Chandler
Advisor - A. B. Olsen

Doug Castillo
Larry Chapman
Wayne Cobb
Jim Colovin
Neil Davidson
Jack Denike
Mike Driscoll
Maury Fitch
Bob Fleming
Bill Frazier
Art Garrison
Jim King
B. J. Cannon
Larry Lassiter
David Ross

*John Gay
Mario Grabar
Jerry Hammack
Charles Hartman
Ed Hemphill
Ray Hooker
Harry Jennings
Fred Joy
Alfred Neumann
Dave Owen
Norman Cooper
Robbye Waldron
Carl Dyess
Beau Miller
Fred Waddell

Bill Parrish
Curtis Redman
Lou Rodriguez
Ralph Schimmel
Garry Syfert
Bill Singletary
Ron Swim
Bill Tuite
Carlos Villagomez
Walt Wicker
Woody Williams
Bud Eslinger
Lloyd Garland
Jerry Pennington

AGENDA
SHRIMPOREE MEETING
15 MAY 1979

- DATE IS SEPTEMBER 15TH
- PRINCIPAL BENEFICIARY IS PALMER DRUG ABUSE PROGRAM
- DATE OF COMMITTEE CHAIRMEN'S MEETING IS JUNE 20TH
- DATE OF KICKOFF MEETING IS AUGUST 13TH
- PUBLICITY COMMITTEE
 - RADIO SPOT ANNOUNCEMENTS
 - TIMING CONTACT
 - WHERE & WHEN IS EVENT
 - NEWSPAPER NOTICE
 - MOBILE SIGNS
 - MARQUEES
 - COMPLIMENTARY TICKETS POLICY
- TICKET SALES
 - ADVANCE SALES
 - SALES BY COMMERCIAL INSTITUTIONS
 - GATE SALES
 - CONTROL SHEET
 - TWO VS. THREE PART TICKET
 - 1978 CHAIRMAN RECOMMENDATIONS
 - ORDER TICKETS AS EARLY AS POSSIBLE. THERE IS A THREE WEEK DELIVERY DATE.
 - HAVE COMMITTEE MEET TO ASSIGN TICKETS AND COMPLETE CONTROL SHEET ON TICKET ENVELOPES.
 - EMPHASIZE TO MEMBERSHIP THAT THE TICKETS ARE THE SAME AS MONEY AND SHOULD BE TREATED AS MONEY.
 - LIMIT ALL ADVANCE SALES TO ADULT TICKETS. I FEEL THIS WILL MAKE IT EASIER TO CONTROL AND COULD INCREASE DOLLARS.
- AUCTION COMMITTEE
 - REVIEW 1978 COMMITTEE REPORT
- CASH GIFTS
 - ADVANCE GIFTS
 - ADVICE TO AUCTION ITEM SOLICITORS

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I

1978 SHRIMPOREE PUBLICITY COMMITTEE REPORT

ATTENTION: General Chairman, Dick Brown

FROM: Chairman, Publicity Committee

Let me begin by complimenting you on the outstanding job you did this year in managing the most profitable and successful Shrimporee in our club's history. Working with you has been a pleasure and a great personal experience.

I want to take this opportunity to thank all the members of my committee for their super effort in getting the Shrimporee message to the public.

In general, I did not experience any problems which I could not resolve with ease. After talking with past committee chairmen, I found that my few problems were similar to theirs, namely attendance of committee meetings and internal coordination and communication. I don't know what can be done about the attendance problem, but in regard to the latter one, I would recommend to the new chairman that he establish firm guidelines pertaining to the expenditure of committee funds and the release of material for publication, which were my ^{primary} previous concerns. Although all of my members did a splendid job, I would have felt more at ease with the way things were going if I had been better informed. This is partially my fault, however, because I was not firm enough early in the campaign.

In regard to radio spot announcements, I would suggest that the policy of personal contact with the various public service directors be continued again next year. I was advised by several individuals that personal contact is more effective than sending in the material to be used on the air. Whichever method is used, it should be made clear where the affair is being held and precisely when. A complete and detailed description of where Galveston County Park is located is very essential. We should not assume that everyone who hears the announcement knows how to get there.

In regard to complimentary tickets for the announcers, I believe that this is a good idea and should be done again next year. There is nothing to lose if they do not attend, and if they do, they are potential auction customers.

This year the radio stations were contacted about two weeks before the event. I feel that this is too early. Personal contact a week before the Shrimporee is sufficient and will reduce the possibility of the material being lost. Lead time for television coverage, however, is a minimum of four weeks; this also applies to on-site radio broadcasting.

When to begin the stepped-up campaign locally depends largely on the date set for the Shrimporee as it relates to other civic events being planned. In my opinion, it is better to exert our main thrust after the competing events have taken place if possible. However, some mention of the Shrimporee should be made in our local papers no later than three weeks before the scheduled date. The tempo should then be gradually accelerated and maximized during the last week. It is advisable to use last year's on-site photographs complemented by current photographs of various Shrimporee activities.


Five mobile signs were used this year and located as follows:

1. Highway 146 in Kemah
2. Kirby Road and NASA 1
3. Across from the Swiss House on NASA 1
4. Highway 528 on the Friendswood side of the Gulf Freeway overpass
5. Highway 3 about three blocks south of the main intersection in Webster. On the day of the Shrimporee this sign was moved to the entrance of Galveston County Park and changed to read "Shrimporee Here Today", etc.

All of the signs were displayed for one full week before the Shrimporee.

It is suggested that better use be made of local area marquees. The location of these displays provides maximum visibility and can be put to good use.

In summary, I can say that the publicity committee waged a successful campaign, and again, I want to thank each member for his contribution.



John Brinkmann

Recommendations for next year's chairman:

Don Wright
Gene Lindquist

II
SPACE CENTER ROTARY SHRIMPOREE
SEPTEMBER, 1978

TICKET SALES REPORT

Total ticket sales amounted to \$17,829.31 as per the following breakdown:

| | <u>1977</u> | <u>1978</u> | <u>Difference</u> |
|-----------------------------|--------------------|------------------|-------------------|
| A. Advance sales by members | \$11,467.00 | 12,905.45 | + 1,438.45 |
| B. Commercial institutions | 1,081.00 | 1,561.30 | + 480.30 |
| C. Gate ticket sales | <u>1,203.00</u> | <u>3,362.56</u> | + <u>2,159.56</u> |
| Totals | <u>\$13,751.00</u> | <u>17,829.31</u> | + <u>4,078.31</u> |

- A. Advance sales by members for 1978 were up \$1,438.45 over 1977. The club was divided into (4) Four divisions (division leaders are from ticket committee) with (5) Five captains in each division and no more than (7) Seven members assigned to one captain. A copy of the 1978 club breakdown for sales is attached. A control sheet was assigned to each member showing his team captain, division leader, number of tickets and serial number of tickets. A copy of this years control sheet is attached. Next year the control sheet should be printed on an envelope. This would allow each member to have one envelope to control his tickets, money collected and money turned in.
- B. Commercial institutions sales for 1978 were up \$480.30 over 1977. There should be someone on the ticket committee that works for a bank and commercial sales should be assigned to him. Don Kirk handled it this year and sales were up 30%.
- C. Gate ticket sales for 1978 were up \$2,159.56 over 1977. Members of the ticket committee and Charles Hartman (advisor for 1978 ticket sales) did a great job on the day of the Shrimporee. A sign saying Tickets is with other Rotary Shrimporee items in Kenneth Kaye's warehouse. Containers that were used to control ticket stubs from serving and auction are also in the warehouse. A cash box was furnished by First City Bank of Clear Lake City.

The date of the Shrimporee, major recipients of funds and ticket price should be determined at the earliest possible date.

Tickets were ordered from Carl Gren Printing. The number of tickets ordered for 1978 was 13,000 adults and 3,000 children. This quantity should be adequate for 1979. The two part stub tickets used in 1978 cost \$258.80. The three part ticket would cost \$325.00. I do not see any control advantage using a three part ticket and recommend that the two part ticket be used.

Rotary Ticket Report (cont.'d.)
September, 1978

A total of 3,581 people were served. There were 3,000 adults and 581 children.

1979 RECOMMENDATIONS

- (1) Order tickets as early as possible. There is a three week delivery date.
- (2) Have committee meet to assign tickets and complete control sheet on ticket envelopes.
- (3) Emphasize to membership that the tickets are the same as money and should be treated as money.
- (4) Limit all advance sales to adult tickets. I feel this will make it easier to control and could increase dollars.



DAVID R. SINCOX
1978 TICKET CHAIRMAN

1970 SHRIMPERS
TICKET SALES

[illegible]

SHRIMPOREE 1978

ISSUES:

| Date | Serial #'s | QUANTITY | | VALUE |
|---------------------------|------------|----------|-------|---------|
| | | Adult | Child | |
| | | | | XXXXXXX |
| | | | | XXXXXXX |
| | | | | XXXXXXX |
| | | | | XXXXXXX |
| | | | | XXXXXXX |
| | | | | XXXXXXX |
| | | | | XXXXXXX |
| | | | | |
| Total to be accounted for | | | | |

RECEIPTS:

Date: 8-21-78
 9-28-78
 9-04-78
 9-11-78
 9-18-78
 9-25-78

Total cash received

TOTAL TICKETS RETURNED

Total accounted for

OVER (SHORT)

 \$ _____

 \$ _____
 \$ _____

SPACE CENTER ROTARY SHRIMPROEE
SEPTEMBER, 1978

TICKET SALES
DEPOSITS

NASSAU BAY NATIONAL BANK ACCT.# 0 0115 5

| | |
|--------------------|--------------------|
| September 12, 1978 | \$ 1,784.50 |
| September 19, 1978 | 1,019.00 |
| | 1,641.00 |
| September 25, 1978 | 179.50 |
| | 3,183.06 |
| September 26, 1978 | 711.00 |
| | 1,342.50 |
| | 877.00 |
| | 241.00 |
| | 1,534.30 |
| | 617.50 |
| | 1,231.50 |
| September 27, 1978 | 383.00 |
| | 580.00 |
| October 4, 1978 | 27.00 |
| | 963.00 |
| | 1,070.50 |
| October 23, 1978 | 373.00 |
| October 24, 1978 | <u>70.95</u> |
| Total deposits | <u>\$17,829.31</u> |

TO Dick Brown, General Shrimporee Chairman
FROM Jim Hargrove, Auction Committee
SUBJECT 1978 Auction Committee Report
DATE December 27, 1978

I am attaching the notes and suggestions which comprise the report for the 1978 Shrimporee Auction Committee. Any questions or suggestions that you might have in addition to these presented, please let me know. Again, let me say what a pleasure it was working with you on this year's auction. I believe without the help of all the members, it would not have been the success that it was.

SHRIMPOREE AUCTION COMMITTEE REPORT - 1978

Shrimporee Auction Committee was comprised of Chairman, Advisor, and Ten (10) Team Captains. Advisor and Chairman used previous Shrimporee records, current updated Chamber of Commerce listing, newspaper ads, and made various site inspections of new store openings, to work up the current list of firms to be solicited.

Mid-June - Held a meeting with members of the Club who it was felt had the largest influence with large donors. It was at this meeting that we started the solicitation of the larger items. This included automobile and boat dealers. We secured three (3) automobiles, but no boats. We made every attempt to avoid any publicity on these items that we obtained, until the general campaign was started.

Early June - Committee Chairman and Advisor met for planning session.

Third Week in July - Thirty minutes prior to our Rotary meeting, held a meeting with the full Auction Committee, including the Advisor, to discuss our strategy and organization of the Committee.

Second Week in August - At the regular weekly meeting we passed out "It's your Choice" slips for each member to list those companies where they would have the most influence. These choices were added and categorized on our master list.

Third Week in August - From the master list of prospective donors, we assigned to each Rotarian those merchants he was to call upon. Special assignments were made, such as Baybrook Mall, Alameda Mall, Doctors, and Bayport. It was during this week that a solicitation letter was drafted and sent to Kwik Kopy for reproduction. We had over 700 letters printed.

Fourth Week in August - It was announced to the Club regarding the kick-off of our solicitation effort. Each Rotarian was given a card showing those merchants he was to call on, along with a copy of the letter mailed to each merchant. It was mentioned of the importance of communication and follow-up between team captains.

Last Week in August to the last day before the Shrimporee - The ten (10) committee members followed up through telephone efforts to each Rotarian on their team to see that the calls had been made.

Week After the Shrimporee - We composed and mailed thank you letters to each of the contributors.

1978 NOTES AND SUGGESTIONS - SHRIMPOREE AUCTION COMMITTEE

Arrange for the storage and identification of the auction items. This year this was coordinated with Chuck Jacobsen and his Secretary, Paula Ashcraft, at McDonald Douglas. Paula did a super job in identifying each of the items and making a master list for a pass-out to bidders at the auction.

Chairman needs to be sure that he has sufficient transportation of the auction items to the site on the morning of the auction. He will need at least two to three pickups and/or vans by at least 9 a.m. on the Shrimporee date. A most important point to the success of the auction is a training meeting for all Committee members as to their duties and responsibilities during the campaign and at the auction. They need to know how to function as a spotter, a hawker, and handling of the stubs and collection of money, and how to show the items.

Chairman needs to arrange for the record-keeping at the auction. In the past Don Kirk and Marvin Matthews have seen that this has been done. Need a supply of coin and currency for making change at the auction.

This year we used two (2) auctioneers which proved successful because of the number of items and the length of time taken.

Entertainment prior to the auction was provided by Clear Lake High School and seemed to be a good way to gather a crowd.

An important point to be considered is the amount of time available for the auction. With the number of items that were donated this year, the grouping of the smaller items in grab bags seemed to make it go faster. It also allowed us to get rid of those items that don't always auction well.

1979 SHRIMPOREE COMMITTEE ASSIGNMENTS

28 AUGUST 1979

General Chairman - Chuck Jacobson
Deputy Chairman - Al Jowid
Advisor - Dick Brown

- I. PUBLICITY:
CHAIRMAN: MARIO GRABAR
B. J. CANNON CARY DYESS BUD ESLINGER LLOYD GARLAND LARRY LASATER
GENE LINDQUIST BEAU MILLER JERRY PENNINGTON DAVID ROSS FRED WADDELL
ADVISOR: JOHN BRINKMAN
- II. TICKET SALES:
CHAIRMAN: MIKE RATCLIFF
FLOYD BOZE MIKE BRINKMAN KENNETH KAYE DON KIRK CAP LANDOLT
ROBB SCHULTZ KEITH SHERMAN WARREN SMITH BUCK WESTON
ADVISOR: DAVE SINCOX
- III. AUCTION:
CHAIRMAN: JIM HARGROVE
BUCK ARBUCKLE BUD ESLINGER LIONEL GARCIA LLOYD GILES PETE GIST
JIM HAAS ED HEMPHILL DON KIRK CARL LAMBERT FRANK MORGAN
DICK PHELPS RON ROSENHAGEN LARRY ROWE
ADVISOR: BILL WEBB
- IV. SITE PREPARATION AND PARKING:
CHAIRMAN: AL NAUMANN
JACK EGGLESTON PETE GONZALES JIM WYATT
ADVISOR: BILLY WESEMAN
- V. LOGISTICS/TRANSPORTATION:
CHAIRMAN: BOB MITCHELL
BILLY BURT RANDY HALL JOE SKELLY
ADVISOR: BILL GRECO
- VI. SHRIMP/FISH PROCUREMENT:
CHAIRMAN: JIM BOWER
PAUL DAVIS BOB DELUCA
ADVISOR: AL LIGRANI
- VII. SHRIMP COOKING:
CHAIRMAN: BOB MONTGOMERY
ROLLEN GARDNER KEN GURRY VEIT HANSEN HERB MCELVEEN LARRY MORELAN
DEAN WOODRUFF JOHN WARD
ADVISOR: BOB STEPHENS
- VIII. BEVERAGES:
CHAIRMAN: NORM GRINE
JERRY CONNORS BOB CRANSHAW LLOYD GARLAND DOYLE GRAHAM MERV HUGHES
ROY ILES HARRY KAHLER GENE LINDQUIST HAL NEELY JOHN NESHEIM
HARRY PONISI BILL POWELL BOB SCOTT
ADVISOR: HUGH AVERY
- IX. BEAN PREPARATION:
CHAIRMAN: BOB WREN
BOB DRIVER STEVE FALK DICK THOMPSON JIM TWINING
- X. COLE SLAW PREPARATION:
CHAIRMAN: BOB MCGLASHAN
BILL BENNETT CLAY FULCHER LLOYD MACDOUGAL
ADVISOR: DON CALLAGHAN
- XI. FISH FRYING:
CHAIRMAN: MARVIN MATTHEWS
FLOYD BOZE SAM CALANI WAYNE CLARK MIKE DUBOIS MIKE KATZ
LARRY LASATER JEWEL MCCLURE TOM MOSER RON NEIGHBORS BRUCE PENDERGRASS
LEE PRENTISS DAVE SINCOX BILLY SMITH KENT TIBBETTS BILL TUITE
ADVISOR: DAVE GRIFFITH
- XII. DESSERT:
CHAIRMAN: MARY LOU FITCH
ADVISOR: JANE BROWN
- XIII. RED SAUCE AND CONDIMENTS:
CHAIRMAN: BEV STEADMAN
BERT BENSON SIGNEY BOURG BOB CHUOKE
- XIV. PRE-AUCTION ENTERTAINMENT:
CHAIRMAN: PETE GIST
- XV. CASH GIFTS FOR SHRIMP PURCHASE:
CHAIRMAN: TOM BOONE
BILLY BURT JERRY CONNORS RAY HOOKER HARRY KAHLER KENNETH KAYE
BILL POWELL ERIK VOHTZ
- XVI. FOOD SERVING:
CHAIRMAN: DICK CHANDLER ADVISOR: A. B. OLSEN TEAM LEADERS: MAURY FITCH & RON SWIM
B. J. CANNON DOUG CASTILLO LARRY CHAPMAN JIM COLOVIN NORMAN COOPER
NEIL DAVIDSON JACK DENIKE CARL DYESS BOB FLEMING BILL FRAZIER
LLOYD GARLAND ART GARRISON JOHN GAY JERRY HAMMACK CHARLES HARTMAN
RAY HOOKER HARRY JENNINGS FRED JOY JIM KING WORTH MCCAULEY
BEAU MILLER ALFRED NEUMANN DAVE ONEN BILL PARRISH JERRY PENNINGTON
CURTIS REDMAN LOU RODRIGUEZ DAVID ROSS RALPH SCHIMMEL BILL SINGLETARY
GARY SYFFERT CARLOS VILLAGOMEZ FRED WADDELL ROBBY WALDRON CHARLIE WHYNOT
WALT WICKER WOODY WILLIAMS

S H R I M P O R E E F L A S H

1. SEE OTHER SIDE FOR LATEST COMMITTEE ASSIGNMENT. IF YOU CAN'T FIND YOUR NAME CALL CHUCK JACOBSON AT 488-5221.
2. AUCTION ITEMS ARE TO BE DELIVERED TO THE BETA BUILDING (16915 EL CAMINO REAL), ROOM 100 JUST INSIDE THE FRONT DOOR.



Nov.



**GALVESTON COUNTY
BEACH PARK BOARD**

~~613-19th St.~~

~~Galveston, Texas 77550~~

Galveston, Texas 77550

713/762-8621

Beach Park Board of Trustees

January 24, 1979

*{ 400. Janitor dep
150. use fee
two sep checks.*

TO: Mr. Charles Jacobson
16915 El Camino Real
Suite 220
Houston, Texas 77518

FROM: Galveston County Beach and Parks Department

SUBJECT: New Park Fee Policy

This is to inform you that a new park fee policy will take effect after February 15, 1979.

Effective the meeting of January 17, 1979, the Park Board members decided that a new park fee policy should be made.

Your janitor fee and/or user fee will change. Do not send your check until you hear from us.

Sincerely,

Cyndy Garcia, Receptionist
Beach and Parks Department

cg

337-2575 ~~Handwritten signature~~
or Norma (226, 227)
Handwritten signature



SPACE CENTER ROTARY SHRIMPOREE
BENEFICIARIES GUIDELINES

- o As early in calendar year as possible and not later than May 1, Shrimporee Chairman will review all potential principal beneficiary candidates and recommend to the Board of Directors whether a principal beneficiary should be selected for that year or not. The reason for the early date is to give ample planning time for the Shrimporee publicity, advance ticket sales, and auction activities.
- o If no principal beneficiary is selected, all or most of the budgeted recipients of Shrimporee funds (profits) will be listed on tickets, posters, newspaper advertising, etc. as beneficiaries.
- o Recipients of Shrimporee profits will be considered and approved each year as part of the club's budget process. The principal beneficiary will receive a significantly larger share than any other single beneficiary.
- o If a principal beneficiary is selected, there shall be a definite understanding (preferably in writing) of what the club's commitment is, and what, if anything, we expect from the beneficiary. We should not necessarily expect a service from a beneficiary.

4/10/79

6. Jan 1 4501

SHRIMPOREE RAIN PLANS

PLAN A

Brief Shower During Shrimporee

1. General Chairman decision at the time.
2. Site Preparation and Site Committee cover auction trailer.
3. Auction Chairman will announce over PA system that the pavillion is available for shelter.
4. Food Serving will cease temporarily.
5. Beverages will cover up temporarily.
6. Desserts will cover up temporarily.
7. Condiments will cover up temporarily.
8. At the conclusion of the shower, the General Chairman will announce the resumption of the auction and food serving.

PLAN B

Unanticipated Heavy Rain (perhaps all day)

1. General Chairman will make a decision by 9 a.m. on the day of the Shrimporee to continue but move to the pavillion (see attached sketch).
2. Auction Committee will set up on the stage of the pavillion rather than on the trailer.
3. Site Preparation Committee will set up tables and chairs in the pavillion.
4. Beverage Committee will set up beer sales on the front and side porch as shown on the sketch and soft drink as shown near the steps.
5. Condiment Committee will move to the porch of the pavillion as shown on the sketch.
6. Ticket Sales Committee will move to the front and side porch of the pavillion as shown on the sketch.
7. Dessert Committee will set up in the kitchen with serving tables in the corner of the pavillion as shown on the sketch.
8. Serving And Fish Frying Committee will reverse their positions in the cooking shack so that serving can be done out of the windows nearest the pavillion.

PLAN B

Continued

9. Site Preparation Committee will assist the other committees with power and signs. If canopies are available, they will be set up over the serving lines and toward the pavilion steps. The Parking Committee will clear all vehicles from the area between the two buildings.
10. All available Rotarians will assist in the above actions in order to accomplish it quickly and with the minimum burden to any one individual.

PLAN C

Definite Rain Forecast

1. The rain Adviser will be in touch with the National Weather Service at NASA and at Alvin to obtain the best possible prediction on Friday, regarding the weather on Saturday. This forecast will be passed on to the General Chairman by 5:30 p.m Friday.
2. The General Chairman will decide by 6:00 p.m. Friday whether to postpone or continue as planned.
3. The General Chairman will contact the Publicity Chairman regarding his decision.
4. The Publicity Chairman will see that radio announcements are made on Friday night and all day Saturday if postponement has occurred.
5. The General Chairman will also advise the Deputy Chairman, Advisers and President of his decision.
6. The Deputy Chairman will contact the following Committee Chairmen:

Ticket Sales
Auction
Site Preparation and Parking
Logistics/Transportation
Shrimp/Fish Procurement
Shrimp Cooking
Beverages


PLAN C

Continued

7. The Adviser will contact the following Committee Chairmen:

Bean Preparation
Cole Slaw Preparation
Fish Frying
Dessert
Red Sauce and Condiments
Pre-auction Entertainment
Food Serving
Cash Gifts for Shrimp Purchase

8. Committee Chairmen will contact their committees as soon as notified regarding the postponement decision.
9. All Rotarians, after being notified by their committee chairmen, will contact as many persons as possible to whom they have sold tickets regarding the postponement decision.



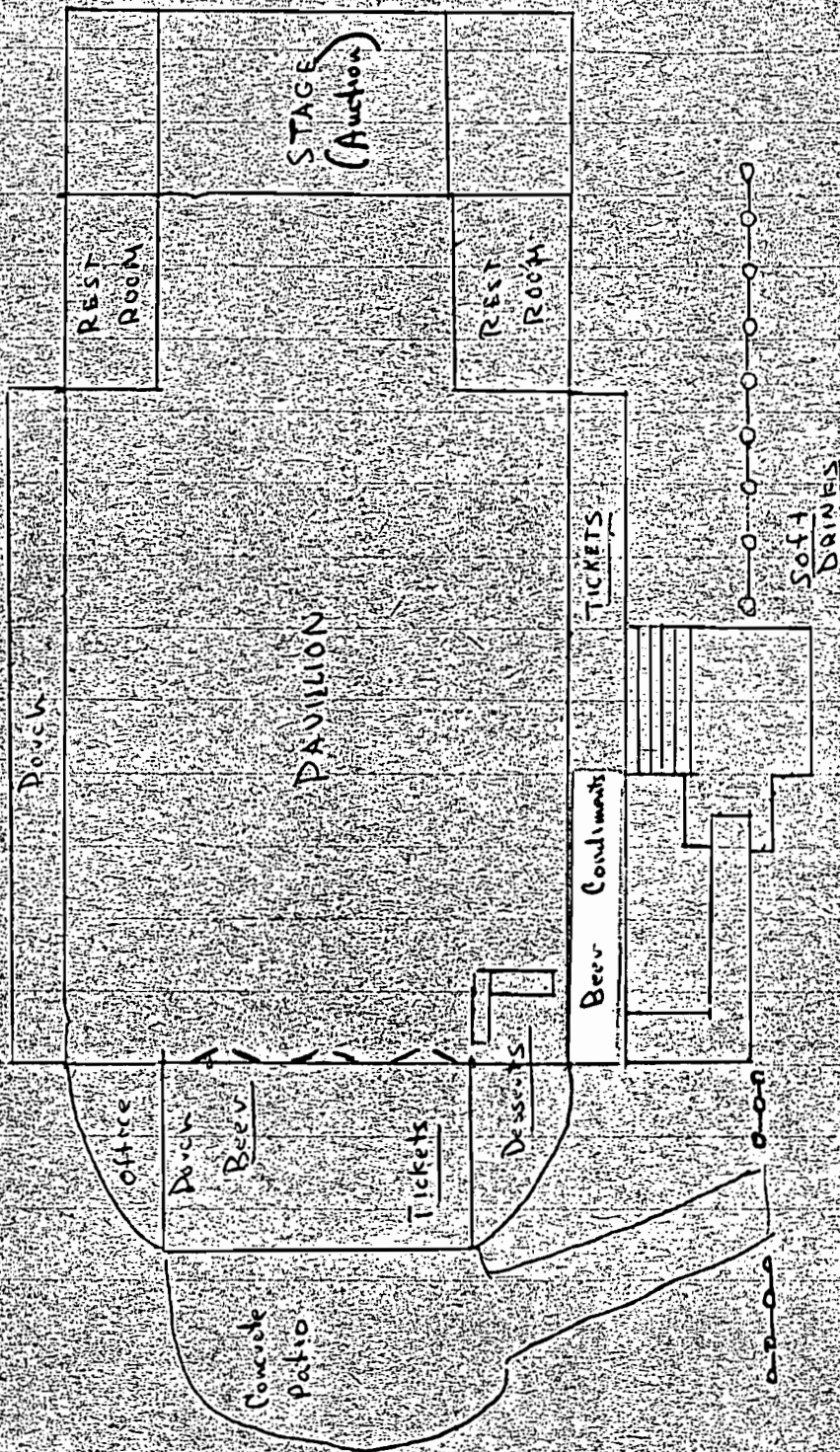
Dick Brown



Chuck Jacobson

September 4, 1979

GALVESTON COUNTY PARK



SERVING WINDOWS

September 10, 1979

TO: Chuck Jacobson, Shrimporee General Chairman
FROM: Gene Lindquist -

I have delivered SIXTY (60) children tickets to Mr. John Peters, Supt. of the Harris County Youth Village - but still face the problem of extending additional ADULT tickets to Mr. Peters for the use of staff members and one Scoutmaster.

Heretofore, we have given the Center only FOUR (4) ADULT tickets for the staff members who come along with these children to the Shrimporee.

Mr. Peters informs me that because of some discipline problems, a new POLICY had to be put into effect whereby one staff member must accompany each 10 children in a group when attending public functions of this kind.

THIS means, I must secure SIX (6) ADULT tickets for staff members AND ONE (1) ADULT ticket for the scoutmaster (Chris Christman) who handles the group handling automobile parking.

Together I have immediate need of SEVEN (7) ADULT tickets. Can you arrange to get me these 7 tickets?

Thanks - GENE LINDQUIST



10 October 1979

Subject: 1979 SHRIMPOREE WRAP-UP MEETING

To: 1979 Shrimporee Committee Chairmen, Dick Brown,
Al Jowid, Al Ligrani

1. I have reserved the Coors Hospitality Room for the 27th of November from 7-9 P.M. for the subject meeting. The purpose will be to discuss means for improving our performance next year in each committee area. It is obvious that if we are going to continue to grow it must be accomplished through some means other than increased attendance. Please give some thought to ways for achieving this.
2. It would be a good idea for you to get your reports to me well in advance so that I can distribute them ahead of time or, at least, at the meeting.
3. The room will accommodate 60 people so you may want to bring your wife and/or some of your hardest/smarest working committee members.
4. Mark your calendar now for the 27th of November.



C. A. Jacobson



SPACE CENTER ROTARY CLUB

POST OFFICE BOX 58862
HOUSTON, TEXAS 77058

September 19, 1979

Subject: SHRIMPOREE WRAP-UP

To: Tom Boone, Jim Bower, Dick Chandler, Mary Lou Fitch, Pete Gist, Mario Grabar, Norm Grine, Jim Hargrove, Marvin Matthews, Bob McGlashan, Bob Mitchell, Bob Montgomery, Al Naumann, Mike Ratcliff, Bev Steadman, Bob Wren

Info Copy To: Dick Brown, Al Jowid, Al Ligrani

1. My heartfelt thanks to each of you for another outstanding job. If we assume that we will break even on everything else, here is what it looks like for the areas that we have visibility into:

| Item | Net Income |
|----------------|------------|
| Auction | 14,000 |
| Beverages | 2,500 |
| Desserts | 450 |
| Cash Donations | 2,500 |
| Total | 19,450 |

2. President Al has asked that we quickly wind up Shrimporee affairs so we can get on with the year's business. In order to do that here is what we must do now:
- Canvas your committee for any outstanding bills and get them to Dick Brown by Club luncheon on 24 September at the latest.
 - Mike Ratcliff should get ticket team captains to call all Rotarians who have not reconciled their accounts and have them do so at the Club luncheon on 24 September. Compile a list of any who do not do so and I will dog them personally.
 - Give me names of members of your committee who were unable to be on deck Saturday. I plan to solicit them for help in paying for beer for working Rotarians and tickets for volunteer help. Call these names in to Paula this week if possible.
3. Further, I would like for you to jot down names of members of your committee who are deserving of special mention and why. I plan to recognize them at the next meeting and give Gene a writeup for the next edition of the Blastoff.
4. Coors in Galveston is urging us to take advantage of their hospitality room. They can accommodate up to 60 people (which would allow you to invite some of your outstanding workers and/or candidates for next year's chairmen). Let's plan on a meeting there in mid-November to turn in your final report and discuss ways for an even better affair next year.
5. Many thanks again!


C. A. Jacobson

"SERVICE ABOVE SELF"

MEMO

29 August 1979

SUBJECT: 1979 ROTARY SHRIMPOREE AND BENEFIT AUCTION

TO: Tom Boone, Jim Bower, Dick Brown, Dick Chandler, Mary Lou Fitch,
Pete Gist, Mario Grabar, Norm Grine, Jim Hargrove, Al Jowid,
Al Ligrani, Marvin Matthews, Bob McGlashan, Bob Mitchell,
Bob Montgomery, Al Naumann, Mike Ratcliff, Bev Steadman, Bob Wren

There will be a final meeting of the addressees to pick up any loose ends at my house on 10 September at 7:30 p.m. The address is 18314 Hereford in Nassau Bay.

Bring your swim suit.

A handwritten signature in cursive script, appearing to read 'Chuck', with a long horizontal flourish extending to the right.

C. A. Jacobson

PS. If you can't be there, be sure to send your representative.

MEMO

6 July 1979

SUBJECT: SPACE CENTER ROTARY CLUB 1979 SHRIMPOREE

TO: Tom Boone, Jim Bower, Dick Chandler, Mary Lou Fitch,
Pete Gist, Mario Grabar, Norm Grine, Jim Hargrove,
Marvin Matthews, Bob McGlashon, Bob Mitchell,
Bob Montgomery, Al Naumann, Mike Ratcliff,
Bev Steadman, Bob Wren

CC: Dick Brown, Al Jowid, Al Ligrani (W/O Encl.)

FROM: Chuck Jacobson

Enclosures: (1) Updated Committee Assignments
(2) Action Items from June 20th Meeting
(3) Updated Budget
(4) Updated Goals
(5) 1978 General Chairman's Report
(6) 1978 Committee Report
(7) 1978 Committee Detail of Expenditures
(8) Shrimporee Rain Plans

1. It has been established that our next meeting will be on Wednesday, July 25th at the Coors hospitality room at Galveston. The room becomes available at 7 P.M. so we will meet at the Kings Inn at 6 P.M. and depart at 6:15 P.M. in car pools. Since this is our last committee Chairmen's meeting before the kickoff meeting on August 13th, it is very important that you be present, or if you cannot be there, be sure that your committee is represented.
2. I frequently receive calls requesting information that has already been distributed. Therefore, I am enclosing a copy of all of the information that you should need for your committee's activities.
3. Keep me posted on your meeting dates. I'll try to attend.

Chuck

C. A. Jacobson
1979 General Chairman

CAJ/djc

SHRIMPOREE MTG. - 20 JUNE 1979
-ACTION ITEMS-

M. Fitch - Check price and requirements for making quantity
J. Hargrove printing (3-4 yrs worth) of letters, etc. for
 auction committee.

Site prep and parking committee - Al Naumann - Check price of
a tent to go between cooking shack and pavillion. Also, is there
any regulation prohibiting a tent or where it is placed?
Spray park prior to event.

Jim Hargrove - Locate a trailer

Pete Gist - List of beneficiaries for fiscal year for ticket
 printing

Fitch/Chandler - Two or three part ticket and get back to sincox/
 Ratcliff

Jim Bower - Follow up on 3 calls within two weeks
 Check on freezer truck
 List for buying leftover shrimp, fish and sauce

ALL - Review Rain Plans and report back to Dick Brown
 before July 23rd.

Originals

6 July 1979

1979 SHRIMPOREE COMMITTEE ASSIGNMENTS

General Chairman - Chuck Jacobson
Deputy Chairman - Al Jowid
Advisor - Dick Brown

I. PUBLICITY: Chairman - Mario Grabar
Advisor - John Brinkman

| | | |
|---------------|------------------|--------------|
| B. J. Cannon | Larry Lassiter | David Ross |
| Carl Dyess | Gene Lindquist | Fred Waddell |
| Bud Eslinger | Beau Miller | |
| Lloyd Garland | Jerry Pennington | |

II. TICKET SALES: Chairman - Mike Ratcliff
Advisor - Dave Sincox

| | |
|---------------|---------------|
| Floyd Boze | Don Kirk |
| Mike Brinkman | Cap Landolt |
| Kenneth Kaye | Keith Sherman |
| Al Pokorny | Buck Weston |

III. AUCTION: Chairman - Jim Hargrove
Advisor - Bell Webb

| | | |
|---------------|--------------|----------------|
| Buck Arbuckle | Don Kirk | Ron Rosenhagen |
| Chet Chambers | Carl Lambert | Larry Rowe |
| Lionel Garcia | Frank Morgan | Pete Gist |
| Lloyd Giles | Dick Phelps | |

IV. SITE PREPARATION AND PARKING: Chairman - Al Naumann
Advisor - Billy Weseman

| | |
|----------------|-----------|
| Jack Eggleston | Al Brady |
| Pete Gonzales | Jim Wyatt |

V. LOGISTICS/TRANSPORTATION: Chairman - Bob Mitchell
Advisor - Bill Gresco

| | |
|------------|------------|
| Billy Burt | |
| Randy Hall | Joe Skelly |

VI. SHRIMP/FISH PROCUREMENT: Chairman - Jim Bower
Advisor - Al Ligrani

| | |
|------------|------------|
| Paul Davis | Bob Deluca |
|------------|------------|

VII. SHRIMP COOKING: Chairman - Bob Montgomery
Advisor - Bob Stephens

| | |
|----------------|---------------|
| John Bruner | Herb McElveen |
| Rollen Gardner | Larry Morelan |
| Ken Gurry | Dean Woodruff |
| Veit Hanssen | John Ward |

VIII. BEVERAGES: Chairman - Norm Grine
Advisor - Hugh Avery

| | | |
|---------------|----------------|--------------|
| Jerry Connors | Harry Kahler | Bob Scott |
| Bob Cranshaw | Gene Lindquist | Doyle Graham |
| Lloyd Garland | Hal Neely | Jim Haas |
| John Nesheim | Merv Hughes | Harry Ponisi |
| Roy Iles | Bill Powell | |

IX. BEAN PREPARATION: Chairman - Bob Wren

| | |
|------------|---------------|
| Bob Driver | Dick Thompson |
| Steve Falk | Jim Twining |

X. COLE SLAW PREPARATION: Chairman - Bob McGlashan
Advisor - Don Callaghan

| | |
|--------------|----------------|
| Bill Bennett | |
| Clay Fulcher | Lloyd McDougal |

XI. FISH FRYING: Chairman - Marvin Matthews
Advisor - Dave Griffith

| | |
|----------------|-------------|
| Doug Burwick | Billy Smith |
| Larry Lassiter | Tom Moser |
| Ron Neighbors | Wayne Clark |

XII. DESSERT: Chairman - Mary Lou Fitch
Advisor - Jane Brown

XIII. RED SAUCE AND CONDIMENTS: Chairman - Bev Steadman

Bert Benson
Bob Chuke
Sidney Bourg

XIV. PRE-AUCTION ENTERTAINMENT: Chairman - Pete Gist

XV. CASH GIFTS FOR SHRIMP PURCHASE: Chairman - Tom Boone

| | |
|----------------|--------------|
| Billy Burt | Kenneth Kaye |
| Jerry Connors | Bill Powell |
| Harry Kahler | Erik Vohtz |
| Charlie Whynot | |

XVI. FOOD SERVING: Chairman - Dick Chandler
Advisor - A. B. Olsen

Doug Castillo
Larry Chapman
Wayne Cobb
Jim Colovin
Neil Davidson
Jack Denike
Mike Driscoll
Maury Fitch
Bob Fleming
Bill Frazier
Art Garrison
Jim King
B. J. Cannon
Larry Lassiter
David Ross

John Gay
Worth McCauley
Jerry Hammack
Charles Hartman
Ed Hemphill
Ray Hooker
Harry Jennings
Fred Joy
Alfred Neumann
Dave Owen
Norman Cooper
Robbye Waldron
Carl Dyess
Beau Miller
Fred Waddell

Bill Parrish
Curtis Redman
Lou Rodriguez
Ralph Schimmel
Garry Syfert
Bill Singletary
Ron Swim
Bill Tuite
Carlos Villagomez
Walt Wicker
Woody Williams
Bud Eslinger
Lloyd Garland
Jerry Pennington

6 July 1979

1979 STRAWMAN SHRIMPOREE BUDGET

| | 1977 Actual | 1978 Budget | 1978 Actual | 1979 Budget |
|------------------------------------|----------------|----------------|----------------|----------------|
| I. PUBLICITY | \$1556 | \$1600 | \$1822 | \$1900 |
| II. TICKET SALES | 226 | 300 | 310 | 475 |
| III. AUCTION | 646 | 700 | 943 | |
| IV. SITE PREPARATION & PARKING | 109 | 200 | 122 | 125 |
| V. LOGISTICS/TRANSPORTATION | 4 | 20 | -0- | -0- |
| VI. SHRIMP/FISH PROCUREMENT | 9143 | 10100 | 12811 | **19500 |
| VII. SHRIMP COOKING | 101 | 125 | 28 | 140 |
| VIII. BEVERAGES | 1497 | 1600 | 1279 | 1750 |
| IX. BEAN PREPARATION | 451 | 500 | 400 | 500 |
| X. COLE SLAW PREPARATION | 485 | 500 | 527 | 675 |
| XI. FISH FRYING | 378 | 400 | 435 | 500 |
| XII. DESSERT | -0- | -0- | -0- | -0- |
| XIII. RED SAUCE & CONDIMENTS | | | *400 | 450 |
| XIV. PRE-AUCTION ENTERTAINMENT | | | -0- | -0- |
| XV. CASH GIFTS FOR SHRIMP PURCHASE | | | -0- | -0- |
| XVI. FOOD SERVING | 735 | 800 | *425 | 500 |
| | \$15910 | \$17445 | \$20301 | ***\$26515 |

* ESTIMATED BREAKDOWN OF TOTAL \$825. (12% INCREASE OVER 1977).

** ASSUMES 8% INCREASE IN ATTENDANCE AND 41% INCREASE IN COST.

*** 31.6% INCREASE OVER 1978 ACTUALS

6 July 1979

SHRIMPOREE GOALS

| | ACTUALS | | | GOAL |
|----------------|----------|----------|----------|-----------|
| | 1976 | 1977 | 1978 | 1979 |
| ATTENDANCE | 4076 | 3300 | 3581 | 3885 |
| INCOME | | | | |
| Tickets - Food | \$15,558 | \$13,754 | \$18,230 | \$21,700 |
| - Beverages | 2,755 | 2,526 | 2,758 | 2,800 |
| - Desserts | 178 | 223 | 330 | 300 |
| Auction | 6,917 | 8,707 | 12,498 | 12,500 |
| Donations | 100 | 228 | 1,225 | 2,500 |
| Surplus Items | 644 | 1,330 | 1,448 | 1,500 |
| TOTAL | \$26,152 | \$26,768 | \$36,489 | \$41,300 |
| EXPENSES | \$14,149 | \$15,910 | \$20,301 | \$26,515 |
| NET | \$12,013 | \$10,858 | \$16,188 | \$14,785* |

*Assume \$14,000. for 79/80 budget purposes.

Rotary Shrimporee

May 22, 1979

()
()
()
()

Dear ()

I sincerely appreciate your agreeing to chair the () committee for this year's Shrimporee. The date is Saturday, September 15th, at the Galveston County Park. The pavilion, the cook shack and the eating sheds have been reserved.

The Board of Directors has taken the following action:

- 0 designated the Clear Lake Palmer Drug Abuse Program (PDAP) as the primary beneficiary
- 0 approved ticket prices as follows:
 - Advance - \$5.00 for adults/\$3.00 for children
 - Gate - \$6.00 for adults/\$4.00 for children

The program committee has set aside Monday, August 13th for a program devoted to the 1979 Shrimporee and Benefit Auction at the regular club meeting.

Attached is a copy of the committee membership for ^{this} ~~the~~ year's event. Please contact the members of your committee for a commitment to work both prior to, and on the day of, the event. An early contact may induce them to plan to be available.

Also attached is a strawman budget for this year's event. Please let me know if it should be changed, either up or down.

Our first meeting of committee chairmen will be on Wednesday, June 20th. Prior to that meeting you should:

- (b) (1) meet with your committee
- (2) obtain the commitment to work
- c) read last year's committee report
- d) review ^{the} Strawman Budget
- e) be prepared to discuss, and seek resolution to, any issues concerning your committee plans

Dick Brown, our able chairman of last year's event has agreed to take on two tasks in addition to being my advisor this year. He will be responsible for collecting all funds and approving payment of all bills for this year's event. The purpose is to help eliminate confusion for the club treasurer by not mixing regular and Shrimporee financial matters. Dick also has agreed to work a more formal rainout or rainy day plan with each committee. I know that you will cooperate fully with Dick in both ~~matters~~ areas.

The meeting on the 20th will be held in Conference Room 218 in the Beta Building at 7:30 p.m. Entrance is through the rear door. If you cannot be present, please ask your advisor or a committee member to attend and let Al Jowid or myself know who to expect (only if you can't be there).

Looking toward another successful year.

Sincerely,

C. A. Jacobson
General Chairman
Shrimporee

3

P. S. AA Let me know what you think of the goals (attached).

THE FIRST THREE NAMES ON THE LIST SHOULD NOT HAVE THE BLANK FILLED IN ON THE NAME OF THE COMMITTEE ---- LEAVE BLANK

✓ 1. Mr. Al Jowid
JJ's Sandwich Shop
1419 Nasa Road 1
Houston, Texas 77058

Dear Al:

✓ 2. Mr. Dick Brown
General Electric Company
1050 Bay Area Boulevard
Houston, Texas 77058

Dear Dick:

✓ 3. Mr. Al Ligrani
406 Hickory Ridge Drive
Seabrook, Texas 77586

Dear Al:

✓ 4. Mr. Don Wright
1547 Silver pines
Houston, Texas 77062

Publicity

Dear Don:

✓ 5. Mr. Mike Ratcliff
302 Nasa Road 1
Webster, Texas 77598

Ticket Sales

Dear Mike:

✓ 6. Mr. Jim Hargrove
Allied Seabrook Bank
1925 Capri Lane
Seabrook, Texas 77586

Auction

✓ 7. Mr. Al Naumann
18531 Point Lookout Drive
Houston, Texas 77058

Site Preparation and Parking

Dear Al:

✓ 8. Mr. Bob Mitchell
McDonnell Douglas
16915 El Camino Real
Houston, Texas 77058

Logistics/Transportation

Dear Bob:

✓ 9. Mr. Jim Bower
YMCA
17302 El Camino Real
Houston, Texas 77058

Shrimp/Fish Procurement

Dear Jim:

✓10. Mr. Bob Montgomery
Northrop Services
P. O. Box 34416
Houston, Texas 77034

Shrimp Cooking

Dear Bob:

✓11. Mr. Norm Grine
1533 Silverpines
Houston, Texas 77062

Beverages

Dear Norm:

✓12. Mr. Bob Wren
1878 Saxony Lane
Houston, Texas 77058

Bean Preparation

Dear Bob:

✓13. Mr. Bob McGlashan
16307 Brook Forest Drive
Houston, Texas 77059

Cole Slaw Preparation

Dear Bob:

✓14. Mr. Marvin Matthews
1510 Reseda
Houston, Texas 77062

Fish Frying

Dear Marvin:

✓15. Mrs. Mary Lou Fitch
4119 Bayou Grove
Seabrook, Texas 77586

Dessert

Dear Mary Lou:

✓16. Mr. Bev Steadman
Lockheed Electronics
1830 Nasa Road 1
Houston, Texas 77058

Red Sauce and Condiments

Dear Bev:

✓17. Mr. Pete Gist
Northrop Services
P. O. Box 34416
Houston, Texas 77034

Pre-Auction Entertainment

Dear Pete:

✓18. Mr. Tom Boone
Baybrook National Bank
P. O. Box 867
Friendswood, Texas 77546

Cash Gifts for Shrimp Purchase

Dear Tom:

✓ 19.

Mr. Dick Chandler
Lockheed Electronics
1830 Nasa Road 1
Houston, Texas 77058

Food Serving

Dear Dick:



COUNTY COMMISSIONERS COURT

TAY HOLBROOK
COUNTY JUDGE
EARL LLEWELLYN
FIRST PRECINCT
FRANK CARMONA
SECOND PRECINCT
PAUL HOPKINS
THIRD PRECINCT
JACK LAWRENCE
FOURTH PRECINCT

THE COUNTY OF GALVESTON

COUNTY COURTHOUSE

GALVESTON, TEXAS 77550

August 22nd, 1979

*Copy for
Chuck*

COUNTY OFFICIALS

V. J. BENINATI, JR.
DISTRICT CLERK
JAMES F. HURY, JR.
CRIMINAL DISTRICT ATTORNEY
C. R. JOHNSON, ASSESSOR
AND COLLECTOR OF TAXES
BILL D. JACKSON, C. P. A.
COUNTY AUDITOR
RICHARD KIRKPATRICK
COUNTY TREASURER
J. B. KLINE, SHERIFF
JEROME JONES, JUDGE
COUNTY PROBATE COURT
R. E. MAGEE, JUDGE
COUNTY COURT NO. 1
RONALD L. WILSON, JUDGE
COUNTY COURT NO. 2
J. G. HUMPHREY, JR.
COUNTY CLERK

Mr. Gene Lindquist
323 Travis
Webster, Texas

Dear Mr. Lindquist,

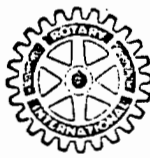
Received your request for two uniformed officers
for your 6th Annual Shrimporee/Auction to be
held between 2:30 p.m. and 7:30 p.m. on September
15th at League City Park.

This is to confirm your request by authority of
Undersheriff Joe Max Taylor. We are again pleased
to offer our services in any way we can.

Very truly yours,

[Signature]
Capt. I.D. Clark
Galveston County Sheriff Dept.

IDC/bjf



Rotary Club of Dickinson

P. O. BOX 835 - DICKINSON, TEXAS 77539

Sept. 17, 1979

Chuck

Dear Gene,

When I picked up five tickets for the Shrimp boil last Friday, I anticipated another in a long line of pleasant afternoons with lots of food and entertainment. My family along with guests on many occasions have attended all but one of the affairs. Last Saturday was a case, as far as we are concerned, of too much publicity bringing in too many people for the inadequately prepared organization. I cannot remember any that were as under-manned and lack of food as Saturday. A small portion of shrimp, three tiny pieces of fish, cold beans, no slaw, no bread, correct change of a quarter for a coke, 75 cent beer that you waited and waited for the bar-tenders(?) to make up their minds about putting in the equipment inside the barrel to make it function.

After the build-up I gave it at the last meeting of the Dickinson Club Ursula and I were hoping against hope that no one from Dickinson would show up on that recommendation. After the many years of superlative food, lots of it, more than adequate help, it was an awful come-down for us. What happened?

I never thought I would be writing this but I feel that you should know, if you don't already, of the come-down from the pinnacle of an afternoon that we always looked forward to.

Yours truly,

Earl J. Leeney
Earl J. Leeney

September 24, 1979

Earl Leeney
5065 Winding Way
Dickinson, Texas 77539

Dear friend, Earl:

I truly appreciate your letter of the 17th outlining your complaints following our annual Space Center Rotary Club's SHRIMPOREE held on September 15th. Personally I feel your complaints legitimate ones since others attending the event also made remarks along the same lines as you have in your letter. I like the idea of you putting your complaints in letter form because it gives us a much better opportunity to study them for next year's Shrimporee Executive Committee and General Chairman of such event. People who just 'pop' off orally with their complaints only hurt the cause and thus starting a lot of bad and ugly rumors - and such cannot be constructive to our cause unless they personally appear before our board members and officers, which they usually refuse to do. But in this case you have put it down in writing which will be helpful, giving proof to your being a good Rotarian through your means of constructive helpfulness.

I do respond to your letter in some small fashion by hoping you agree with me in that complaints arise wherever and whenever a convention of people gather regardless of the numbers of people attending. Service clubs of every order fall victims to complaints such as you express, and so long as such type benefits are held, complaints will be registered - and rightfully so in most instances.

Too, I enclose an item appearing in the DAILY CITIZEN under date of September 18th (front page) which pretty well gives some good reasons for complaints coming about.....

Estimating the number of advance ticket sales PLUS GATE SALES, our Shrimporee Committees had to re-evaluate the requirements and cut back the original orders of shrimp and fish and other food supplies. Unfortunately the cut-back was too severe, and this must be blamed on the fact that the hurricane failed to reach us PLUS the fact that the day of the event was a perfect perfect day weatherwise. Advance ticket sales were way off sales of previous years AND gate sales doubled over previous years experience. Too, we learned that many people came at the last moment because of the splendid weather just to have an outing - not to eat, but to 'party' and picnic and enjoy the auction. In summary we expected about 4,500 people, but most guessings were that some 6,500 people were on hand, and most had to be served food - and beer - and cokes - and desserts!

All this, Earl, spelled trouble for our event - including 'money changers' falling short with \$1.00 bills etc. It was a frantic situation for our workers to run helter-skelter finding more shrimp, fish, beer, cokes and dollar bills.

But thanks again, Earl, for your taking time to write on this subject matter. It will go a long ways in helping us to correct such situations next September, and we do hope you and the family will give us one more try at it, okay?

Most sincerely


Gene Lindquist

cc: Chuck Jacobson
Shrimporee Chairman 1979



SPACE CENTER ROTARY CLUB

POST OFFICE BOX 58862
HOUSTON, TEXAS 77058

MAILING ADDRESS

16330 Heatherdale
Houston, Texas 77059

May 15, 1979

Mr. Chuck Jacobson
McDonnell Douglas
Technical Services Co., Inc.
East - Houston Operations
16915 El Camino Real - Suite 220
Houston, Texas 77058

Dear Chuck:

As per our discussion yesterday, I am assigning the Rotary Program on August 13, 1979 to you as Chairman of the forthcoming Shrimporee. Unless I hear from you I will assume that on that date the Program is all yours and you should handle any matters you see appropriate concerning the Shrimporee.

Sincerely,

A handwritten signature in cursive script, appearing to read "LJR".

Louis J. Rodriguez, Chairman
Rotary Program Committee

LJR/lm

cc: W. Clark
P. Davis
R. Driver
K. Gurry
R. Phelps
B. Smith
M. Matthews
G. Lindquist
M. Hughes
V. Hanssen
B. Eslinger
A. Ligrani

To: Chuck Jacobson, General Chairman - Shrimporee

Subject: Publicity Committee Report

Dear Chuck,

First of all I would like to congratulate you for the outstanding job you did in chairing the most profitable Shrimporee the Club has ever had. I thoroughly enjoyed working with you and feel that your leadership and guidance was instrumental in our exceeding all expectations.

I "inherited" the chairmanship of the Publicity Committee without being familiar with what had been done earlier in the year or in past years. I received a great deal of support and guidance from Lloyd Garland, Gene Lindquist and John Brinkman which helped carry me through the early stages.

In making contact with my committee members I discovered that the task each was assigned was not thoroughly defined during the first committee meeting. As a result, I had to personally write and deliver all press releases and photographs to the media and prepare ad layouts for paid advertising. I think that the next chairman should define each committee members' responsibility and give him the resources, contacts and time schedule to accomplish the task. Each member should be contacted near the date his task is to be accomplished to ensure all is going well.

This years newspaper coverage was excellent. During the three weeks before the Shrimporee up to the day before, we had coverage in every issue of the Exchange and the Paper of the Bay Area and at least two or three press releases in the News Citizen each week.

I feel that the reason such a large number of people came to this event is because of the timing of our publicity campaign. We placed advertisements recognizing the donors to last years Shrimporee in five newspapers four weeks before this years event. Three articles were published the following week along with some photographs from last year. Two weeks prior to the Shrimporee we ran several (5x7) advertisements in the Bay Area Lifestyle and "The Paper." Also throughout the three week period we placed "one liner" ads in the Paper of the Bay Area and Exchange News in most of the advertising classifications. I think these ads helped to keep the public aware of the coming Shrimporee and they are relatively inexpensive. During the final two weeks we had free publicity coverage in almost every issue of the papers.

On the Friday before the Shrimporee I ran a 3x5 advertisement in the Southeast Green Sheet. The publisher prints 80,000 copies each week and they are distributed throughout South Houston, Pasadena, Deer Park and the Bay Area. I don't really know what the results were from the ad, but I'm sure that at least 25 people must have seen it and came to the Shrimporee. (Cost of the ad, \$125.00.)

When I took over as chairman it was already too late to contact television studios for a "live" interview or for large scale coverage. I contacted all of the TV studios via telephone and was successful in getting Ron Stone (Scene at Five), Mel Plummer (Warner Roberts Show), and Kathy Slaughter (Live at Five) to make a brief public service announcement and show our poster on their shows on Thursday or Friday preceeding the Shrimporee.

I recommend that the next chairman contact the television and radio studios at least three months in advance and try to set up a live interview during the final week before the Shrimporee. Mike Katz should be helpful in this area since he is in the advertising business and knows a lot of the producers. Mike will also help in setting up the advertising campaign. He knows where and when to go.

Our radio coverage was very poor. A few announcements were heard on KIKK and KILT; however, for the most part, the studios ignored or forgot our announcements. I think that had we hand carried our "spots" to the studios and made personal contact with the producers or announcers, instead of mailing them in, we would have received full coverage from all of the stations.

We received coverage in the Chronicle and Post by sending in a small announcement to be published in the Weekend Preview (Chronicle) on Thursday, September 13 and the Weekend Calendar (Post) on Friday, September 14, 1979.

The portable signs were very effective. We had to move the one across from Gabriel's. However, we placed it near the Gulf Freeway on Nasa Road 1 and actually got an equal amount of exposure. This year we placed a sign across from Baybrook Mall on Bay Area Blvd. Bill Singleterry (Manager, Montgomery Wards) cleared the way to get permission to put the sign there.

The budget for publicity was inadequate mainly due to inflation. The budget was increased only 4% from 1978 to 1979. We all know the cost of newsprint has far exceeded that figure. I am projecting an overrun of \$300 for this years campaign. I feel justified in exceeding the budgeted amount since we did receive extensive coverage and free advertising in the Paper of the Bay Area, Exchange and News Citizen. Mike Duboise's "The Paper" gave us super coverage and in fact discounted our "one liner" ads by 50%. In order to get their continued support each week as well as for next years Shrimporee I felt obligated to place advertising in each of the papers after the Shrimporee.

As part of my promotional plan I sent Shrimporee tickets to each TV producer I contacted. I also distributed tickets to some of the editorial staff of the Exchange, News Citizen and "The Paper." I felt this was our way of "giving back" something in exchange for their help. I do not feel the Rotarians should be taxed with the burden of paying for tickets that are given away for publicity since it is unlikely they would be used and the members are merely subsidizing this event. Everyone of us work hard to make the Shrimporee a success and that should be payment enough. The tickets are nothing more than cardboard when they are given to the news media and even if they are used it's a form of advertising and certainly worth the few dollars spent. Personally, I felt awkward soliciting tickets from the members.


Mario J. Grabar
Publicity Chairman

PUBLICITY COMMITTEE

TIME-TABLE

*Check for year
Info*

3 Months: Personally contact TV producers, set up taped or live interviews to be telecast the final week of Shrimporee

Make arrangements to have Flyers and Posters printed - The day and date of the Shrimporee should be in large bold print.

Arrange for rental of portable signs.

2 Months: Have committee meeting and review each persons task in detail so there is no question as to what needs to be done, when, and how. Personal contact with TV and Radio producers is a must.

Prepare news releases, paid advertisements, photographs and layouts.

6 Weeks: If no response was received from TV producers make another stab at getting their help. Prepare a brief announcement about the event, beneficiary, etc. and hand carry to studio.

5th Week: Distribute posters and flyers to members; ask them to get them in place early this year even before they solicit donations for the auction.
See that the sign for the Park is updated and repainted.

4th Week: Run paid advertisements recognizing last years contributors:

- 1 page - Exchange
- 1 page - The Paper
- 1/2 page - News Citizen
- 1/2 page - Bay Area Lifestyl

Publish articles pertaining to the Shrimporee, its objectives, beneficiaries, etc.

3rd Week: "One-Liner" ads in Exchange and The Paper, all classifications.

Feed news releases and photographs to:

Exchange/News Citizen

The Paper

Bay Area Life Style

Friendswood Journal

Bayshore Sun (LaPorte)

The Daily Sune (Texas City)

Send an announcement to the Chronicle "Weekend Preview" and the Post "Weekend Calendar" to be published on Thursday and Friday, respectively just before the Shrimporee

Place sign at entrance to Park.

Arrange to have facilities with a marquee to publicize the Shrimporee from the last weekend before the Shrimporee through that Saturday (banks, hotels, etc.)

2nd Week: Photos and articles to previously listed newspapers and also include the Galveston Daily News.

Place paid advertisements in Friendswood Journal - 1/2 or 1/4 page; Bay Area Lifestyle - 5x7 at or near Page 3; S.E. Green Sheet - 3x5 ad on page 2 (to be published during the final week of advertising).

Distribute Flyers to local supermarkets, department stores, etc. on the weekend before the Shrimporee.

Have the mobile signs placed at:

- 1) Highway 3, Webster, South of Nasa 1
- 2) Kemah, just over the Bridge, Hwy. 146
- 3) Across from Swiss House, Nasa 1
- 4) Baybrook Mall (across street) - See Bill Singleterry (Manager, Montgomery Wards) about permission.

Arrange to have the signs moved from time to time for better exposure.

NOTE: Have Gene Lindquist get a permit from City of Webster for signs in their City Limits.

Final Week: Run "one-liner" ads in all classifications, particularly "Garage Sale". Give one final article to each local newspaper. Arrange for newspaper reporters to prepare the final article (if they have time). Sit back, relax, and stay tense until after the Shrimporee, when the final head count is in

and hope that you had more people show up than last year. If you did, your campaign was a success. If not, volunteer to do it again next year.

One to two weeks after the Shrimporee, place recognition ads in the papers that gave you the best support -
- budget permitting:

1 page - Exchange

1/2 page - News Citizen

1 page The Paper.

GOOD LUCK!

Mario J. Grabar

SPACE CENTER ROTARY SHRIMPOREE
SEPTEMBER, 1979

TICKET SALES REPORT

Total ticket sales amounted to \$25,846.80 as classified below. Deposits, detail attached, amounted to \$25,875.50 and included \$100.00 on site sales change fund and net \$71.30 in on site purchases.

| <u>Sales</u> | <u>1979</u> | <u>1978</u> | <u>Increase (Decrease)</u> |
|-----------------------------|--------------------|------------------|--------------------------------|
| A. Advance sales by members | \$16,630.90 | \$12,905.45 | \$ 3,725.45 |
| B. Commercial institutions | 2,147.00 | 1,561.30 | 585.70 |
| C. Gate ticket sales | 6,568.90 | 3,362.56 | 3,206.34 |
| D. Advance sales by PDAP | <u>500.00</u> | <u>-</u> | <u>500.00</u> |
| - Totals | <u>\$25,846.80</u> | <u>17,829.31</u> | <u>\$ 8,017.49</u> |

The club was divided into (4) four divisions (division leaders are from ticket committee) with (5) five captains in each division and no more than (7) seven members assigned to one captain. A control envelope was assigned to each team captain for each member and to division leaders for each team captain. A copy of this years control envelope is attached.

On site ticket sales were brisk and required a minimum of (3) three members at all times. Members of the ticket committee did a great job on the day of the Shrimporee. A sign saying TICKETS is with other Rotary Shrimporee items in Kenneth Kaye's warehouse. A cash box was furnished by First City Bank of Clear Lake City. A \$150. change fund should be available for 1980 on site sales.

The date of the Shrimporee, major recipients of funds, and ticket price should be determined at the earliest possible date.

Tickets were ordered from Carl Gren Printing, 2234 Nasa Road One, Seabrook, Texas. Phone number 474-2437. They also printed the control envelopes. The number of tickets ordered for 1979 was 13,000 adults and 3,000 children. This quantity should be adequate for 1980. Three part tickets were ordered, see attached.

It is obvious all members did an outstanding job on ticket sales this year but I especially want to recognize the division leaders, team captains, on site sales chairman, Kenneth Kaye, and commercial sales chairman, Don Kirk, for their dedication to this most worthwhile project!

See attached list of division leaders and team captains.

Rotary Ticket Report (cont.'d.)
September, 1979

1980 RECOMMENDATIONS

- (1) Order tickets as early as possible. There is a three week delivery date.
- (2) Have committee meet to assign tickets and complete control sheet on ticket envelopes.
- (3) Emphasize to membership that the tickets are the same as money and should be treated as money.
- (4) A significant increase in members tickets sales and decrease in administrative work would be acheived by collecting the basic price of tickets issued to each member when tickets are initially disbursed and reimbursing members for tickets returned after the Shrimporee.

TICKET SALES DEPOSITS
NASSAU BAY NATIONAL BANK ACCT. # 0 0115 5

| <u>Week of</u> | <u>Amount</u> |
|----------------|--------------------|
| August 20 | \$ 1,300.00 |
| August 27 | 225.00 |
| September 3 | Holiday |
| September 10 | 2,629.00 |
| September 17 | 13,676.60 |
| September 24 | 5,270.90 |
| October 1 | 895.00 |
| October 8 | 1,251.00 |
| October 15 | 598.00 |
| October 30 | <u>30.00</u> |
| Total deposits | <u>\$25,875.50</u> |


MIKE RATCLIFF

1979 TICKET CHAIRMAN

FOR REFILL

No. 4368

SPACE CENTER ROTARY CLUB
6TH ANNUAL BENEFIT
SHRIMP BOIL, FISH FRY
AND

AUCTION

SATURDAY, SEPTEMBER 15, 1978
SERVING & AUCTION: 2:30 - 7:30 PM

GALVESTON COUNTY PARK

(League City)

DONATION: Adults \$6.00

No. 4368

MEAL STUB
DOOR PRIZE
DRAWING STUB

YOU MUST BE
PRESENT TO WIN

SPACE CENTER
SHRIMP BOIL

SEPTEMBER 15, 1978

MEAL STUB

DOOR PRIZE
DRAWING STUB

YOU MUST BE
PRESENT TO WIN

SPACE CENTER
SHRIMP BOIL

SEPTEMBER 15, 1978

IN SUPPORT OF THE FOLLOWING ROTARY PROJECTS:

- PRINCIPLE 1978 BENEFICIARY CLEAR LAKE
- PALMER DRUG ABUSE PROGRAM
- UNIVERSITY SCHOLARSHIPS
- EDWARD H. WHITE MEMORIAL YOUTH CENTER
- INTERNATIONAL SEAMAN'S CENTER
- BAY AREA COMMITTEE ON DRUG ABUSE
- AMERICAN FIELD SERVICE
- BOY SCOUTS OF AMERICA
- VARIOUS SENIOR CITIZENS ORGANIZATIONS
- NASA LITTLE LEAGUE
- FREEMAN MEMORIAL LIBRARY
- NASA AREA PONY COLT LEAGUE
- BAY AREA YMCA
- HARRIS COUNTY YOUTH VILLAGE
- CLEAR LAKE EMERGENCY MEDICAL CORPS
- CLOSE UP FOUNDATION
- ROTARY INTERNATIONAL 3-H PROGRAM

SEPTEMBER 15, 1978

DRAWING STUB

DOOR PRIZE

MEAL STUB

SEPTEMBER 15, 1978

DRAWING STUB

DOOR PRIZE

MEAL STUB

SHRIMPOREE 1979

Division Leader _____

Team Captain _____

Team Member _____

ISSUES:

| <u>Date</u> | <u>Serial #'s</u> | <u>Quantity</u> | | <u>Value</u> |
|---------------------------|-------------------|-----------------|--------------|--------------|
| | | <u>Adult</u> | <u>Child</u> | |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| Total To Be Accounted For | | ===== | ===== | ===== |

Cash Receipts:

| | | |
|------|----------|-------|
| Date | 8-13-79 | _____ |
| | 8-20-79 | _____ |
| | 8-27-79 | _____ |
| | 9- 3-79 | _____ |
| | 9-10-79 | _____ |
| | 9-17-79 | _____ |
| | 9-24-79 | _____ |
| | 10- 1-79 | _____ |

Total Cash Receipts _____

Tickets Returned _____

Total Accounted For _____

Over <Short> _____

Division I

Floyd Boze - Div. Leader

Team I - Marvin Matthews - Capt.

Al Ligrani
Bert Benson
Harry Jennings
Al Jowid
Walt Wicker
Gene Linqvist

Team II - Larry Rowe - Capt.

Ron Rosenhagen
Lionel Garcia
Chet Chambers
Buck Arbuckle
Jim Hargrove
Neil Davidson

Team III - Carl Dyess - Capt.

David Ross
B. J. Cannon
Clyde Eslinger
Buck Weston
David Sincor
Ed Hemphill
Team IV - Jerry Pennington - Capt.

Gary Syfert
Larry Lasater
Bill Singletary
Fred Waddell
Don Wright
Jim King

Team V - Carl Lambert - Capt.

Frank Morgan
Dick Phelps
Bill Webb
Lloyd Ciles
Charles I
Tom Boone

Division II

Pete Gist - Div. Leader

Team I - Bob Stevens - Capt.

Jim Wyatt
Billy Weseman
Pete Gonzales
Beau Miller
Billy Burt
Bill Cresco

Team II - Maury Fitch - Capt.

Dick Brown
Chuck Jacobson
Bob Mitchell
Bob Montgomery
Lou Rodriguez
Ray Hooker

Team III - Paul Davis - Capt.

Bob Deluca
Merv Hughes
John Nesheim
Ken Gurry
John Brinkman

Team IV - John Gardner - Capt.

Kollin Gardner
Veit Hanssen
Herb McElveen
Al Pokorny
Sidney Bourg
Ken TIGGETTS

Team V - Jack Eggleston - Capt.

Joe Skelly
Jim Haas
Jim Bower
Randy Hall
Kenneth K.

Division

Cap I

Team

Rober
Bill
John
Doyle
Jerry

Team

Worth
Lanny
Alfre
Dave
Bill
Doug

Team

Curt
Ralp
Ron
Bill
Wayne

Team

Carlos VI
Erik Vohtz
John Ward
Charles Wynnott
Dean Woodruff

Team V - Hal Neeley - Capt.

Harry Ponisi
Bob Scott
Bill Powell
Harry Kahler
Mike CUEAIS

lovin
Denike

SHRIMPOREE AUCTION COMMITTEE REPORT - 1979

Shrimporee Auction Committee was comprised of Chairman, Advisor, and Ten (10) Team Captains. Advisor and Chairman used previous Shrimporee records, current updated Chamber of Commerce listing, newspaper ads, and made various site inspections of new store openings, to work up the current list of firms to be solicited.

Mid-June - Held a meeting with members of the Club who it was felt had the largest influence with large donors. It was at this meeting that we started the solicitation of the larger items. This included automobile and boat dealers. We secured two (2) automobiles, a go-cart, but no boats. We made every attempt to avoid any publicity on these items that we obtained, until the general campaign was started.

Early July - Committee Chairman and Advisor met for planning session.

Third Week in July - Thirty minutes prior to our Rotary meeting, held a meeting with the full Auction Committee, including the Advisor, to discuss our strategy and organization of the Committee.

Second Week in August - At the regular weekly meeting we passed out "It's Your Choice" slips for each member to list those companies where they would have the most influence. These choices were added and categorized on our master list.

Third Week in August - From the master list of prospective donors, we assigned to each Rotarian those merchants he was to call upon. Special assignments were made, such as Baybrook Mall, Alameda Mall, Doctors, and Bayport. It was during this week that a solicitation letter was drafted and sent to Kwik Kopy for reproduction. We had over 800 letters printed.

Fourth Week in August - It was announced to the Club regarding the kick-off of our solicitation effort. Each Rotarian was given a card showing those merchants he was to call on, along with a copy of the letter mailed to each merchant, a donation receipt, and a poster to display in his place of business. The importance of communication and follow-up between team captains was mentioned.

Last Week in August to the last day before the Shrimporee - The ten (10) committee members followed up through telephone efforts to each Rotarian on their team to see that the calls had been made. In addition, a week before Shrimporee a meeting of Team Captains was held to call each member and to follow up individuals and reassign those prospects not called upon.

Week after the Shrimporee - We composed and mailed thank you letters to each of the contributors.

1979 NOTES AND SUGGESTIONS - SHRIMPOREE AUCTION COMMITTEE

It is most important for the Chairman, in order to have a successful year, to choose his team captains wisely. The success of this last year's auction proved once again how important it is to have good communication and prodding between the team captain and the individual Rotarians.

He must arrange early for the storage and identification of all auction items. We have used, through the courtesy of Chuck Jacobsen and his secretary, Paula Ashcraft, space provided by McDonnell Douglas. It is noteworthy to mention that Mrs. Ashcraft once again did a super job on identifying each of the items and making a master list for a pass-out to bidders at the auction.

Chairman needs to be sure that he has sufficient transportation of the auction items to the site on the morning of the auction. He will need at least two to three pickups and/or vans by at least 9 a.m. on the Shrimporee date. A most important point to the success of the auction is a training meeting for all Committee members as to their duties and responsibilities during the campaign and at the auction. They need to know how to function as a spotter, a hawker, and handling of the stubs and collection of money, and how to show the items.

Chairman needs to arrange for the record keeping at the auction. In the past, Don Kirk and Marvin Matthews have seen that this has been done. Need a supply of coin and currency for making change at the auction.

This year we used one (1) auctioneer which proved to be satisfactory. An important point to be considered in the amount of time available for the auction. With the number of items that were donated this year, the grouping of the smaller items in grab bags once again seemed to make it go faster. It also allowed us to get rid of those items that don't seem always to auction well.

It would be helpful to the Chairman and to those compiling the master list to secure in advance of the campaign a current alphabetical listing of businesses of the local area from the Chamber of Commerce.

In the area of special gifts and donations, it is noteworthy to mention that the gifts from the Oilers and Astros proved to be good advertising gimmicks, and contact should be made with these organizations far in advance for solicitation. Also, there are several leaders in the community who would make a cash contribution if asked. An example of this would be someone like "Red" Adair.



SPACE CENTER ROTARY CLUB

POST OFFICE BOX 58862
HOUSTON, TEXAS 77058

To: C. A. Jacobson
From: A. Naumann
Subject: Rotary Shrimporee 1979

Date: September 18, 1979

REPORT FROM THE SITE PREPARATION AND PARKING COMMITTEE

I would like to gratefully acknowledge the help of the following persons and organizations in performing our job this year:

COMMITTEE MEMBERS

Jim Wyatt - for the coordination of a "rain plan" activity for the installation of electrical power in the food preparation area and assisting in parking and traffic coordination.

Billy Weseman - for being the advisor to the chairman, arranging for the park electrical lighting system, obtaining chairs for the auction, rehabilitation of the park and storage of Rotary chairs and miscellaneous equipment.

Jack Eggleston - for the development and implementation of the parking and traffic control plan and arranging for outside assistance obtained from the Scouts of the Harris County Youth Village and the rehabilitation of the park.

OTHER ROTARIAN SUPPORT RECOGNITION

Don Kirk - for obtaining the use of two semitrailers as the auction platform.

Billy Burt - for the construction of stairs for the auction platform.

Dick Phelps - for the installation of a "Shrimporee" telephone.

Pete Gist - for obtaining the PA system and providing entertainment.

Dick Brown - for the use of umbrellas and tables for the ticket committee.

OUTSIDE ORGANIZATIONS RECOGNITION

Best Waste Systems, Dickinson, Texas - Bob Drenth 337-1241

For three 4-yard dumpsters

Outside Organizations Recognition (Cont'd.)

Bay Area Lumber, Webster, Texas - Mike Brinkman 486-1660

For the use of a flatbed lumber truck to haul tables and chairs and provide a platform for the band.

Ed White Memorial Youth Center, Juel McClure 474-2851

For providing tables and chairs

Clear Creek School District, Gene Rayburn

For donating to the Rotary approximately 200 old folding chairs

WECO Electric 488-2244

For rewiring the park site for electrical lights and installation of temporary lights and receptacles.

Houston Lighting & Power

For providing power to the food preparation areas.

General Telephone Company

For providing an outside telephone.

KIKK

For the PA system and music.

Harris County Youth Village Scouts and Advisors

For assistance in setting up the park, coordinating traffic and parking and the rehabilitation of the park the following day.

RECOMMENDATIONS:

1. Obtain five (5) dumpsters and place them as shown in Attachment 1.
2. Rope off the reserved parking areas and control this space beginning at 9 a.m.
3. Pick up trash barrels from other areas of the park and concentrate or "double barrel" near the food preparation, beer serving, and auction areas.
4. Expand the committee to 10 members.
5. The Shrimporee begin at 12 noon, the auction at 1 p.m., entertainment between 12 noon and 1 p.m., and the auction end promptly at 8 p.m.

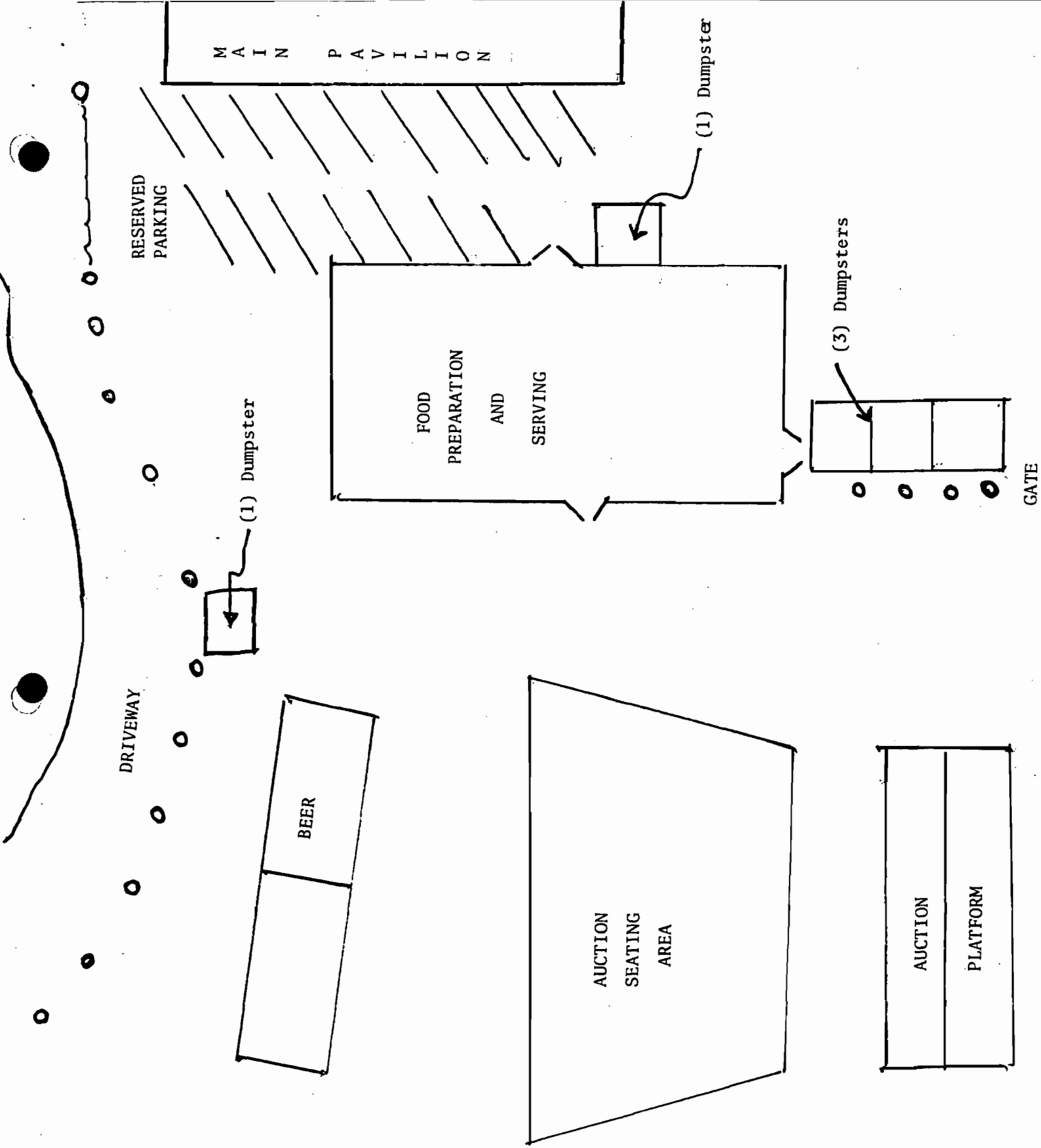
Recommendations (Cont'd.)

6. A "dolly" to be purchased by Rotary to move barrels and other supplies.
7. A constable be assigned to work with the Scouts in regulating the traffic and parking.
8. A "rain out" date be established and printed on our posters and tickets.
9. Committee chairmen not be involved with obtaining auction items.
10. Last, but most important -- A public acknowledgment in our local paper of all outside organizations who have contributed to the success of the Shrimporee.

Jack Eggleston's report is attached with my full concurrence.

Respectfully submitted,


Al Naumann



SITE PREPARATION (GENERAL)

Everything worked out well thanks to (1) the good work of the committee and (2) the help of the scouts from HCYV. However, there are a few things we might do better next year. Site preparation is always well planned; site cleanup however is a hit or miss proposition. It is done but it is not a planned and staffed operation. By the time the auction is over, most members are gone. For Sunday morning we usually are able to get a group of scouts from HCYV to load chairs and clean up the grounds. However, this year the General Chairman had to clean up the Food Prep Pavilion on Sunday morning in order to get our deposit returned.

There are two reasons for this condition: (1) the auction does not shut down soon enough (it ran to 9:45 P.M. this year); (2) the "shut-down," cleanup process is not easy to do as a planned, organized operation; and (3) the manpower for this operation is not specifically identified. This situation may be improved by the following:

a. Move the auction schedule up at least one hour so that it will end at either 8:00 or 8:30 P.M.

b. Enforce that scheduled cutoff time.

c. Develop a "shut-down" plan and schedule that will allow us to finish what we can by 9:00 P.M. Saturday night and return on Sunday A.M. for the final cleanup. We need to recognize that it takes two (2) cleanups to get the food-prep pavilion to an acceptable condition. Also that it requires daylight to do a final clean up.

d. Recognize constraints such as: the scouts from HCYV must leave the area by 8:45 P.M.; the beer man must be loaded and leave by _____ P.M.; it will require 1 hrs to load chairs, pick up left over auction items; the Sunday cleanup crew needs a hose, brooms, etc., as well as a pick-up^a for the remaining equipment.

Jack Eggleston
9-21-79

SITE PREP (PARKING)

The Club members did a great job of cooperating with the committee and it was well worth it. The area looked neat and logistics worked well. We had only one medical emergency and it was handled promptly. Having the back half of the park closed to all traffic was a great help. If they will allow us to exercise that option next year, I would recommend it--it greatly assisted traffic control.

Two recommendations:

1. Impose traffic and parking control earlier. One o'clock was too late. Access to the food area should be started as early as 8:30 a.m. Some picnic groups got in before 9:00 a.m. and reduced our available parking space.
2. We must have a legal law officer in uniform at the "deflection point." That is the point where the general public is deflected off the entry road into the parking lots. John Peters and Chris Christman reported that (about) every third driver was abusive if not uncooperative with the scouts at that intersection. One driver attempted to run down a scout with his car. A law officer paid to stand there would make a big difference. I recommend one uniformed officer for 4 hours (1 - 5 p.m.) minimum. Christman has said he won't do it next year without a law officer to back them up. I don't think we should ask them to take that kind of abuse again. (I believe Gene Lindquist is our contact with the Galveston Sheriff's office. We now get 2 officers in the auction area free except for food and drink. My request is in addition to this arrangement.)

Jack Eggleston
9-17-79

1979 Shrimpsone
Parking Passes Requested

| | <u>Team</u> | <u>Site #1</u> | <u>#2</u> | <u>#3</u> | <u>#4</u> |
|------|--------------------------|----------------|-----------|-----------|-----------|
| I | Publicity | | none | | |
| II | Ticket Sales | 0 | 0 | 0 | 1 |
| III | Auction | 3 | 0 | 0 | 0 |
| IV | Site Prep | 1 | 2 | 2 | 0 |
| V | Logistics/Transportation | 0 | 2 | 2 | 0 |
| VI | Shrimp / Fish | 1 | 2 | 0 | 0 |
| VII | Shrimp Cooking | 3 | 0 | 0 | 0 |
| VIII | Beverage | 0 | 1 | 0 | 0 |
| IX | Beans | | none | | |
| X | Slaw | 0 | 0 | 1 | 0 |
| XI | Fish Fry | 0 | 4 | 0 | 0 |
| XII | Dessert | 0 | 1 | 0 | 0 |
| XIII | Red Sauce | 0 | 1 | 0 | 0 |
| XIV | Pre-auction | 4 | 0 | 0 | 0 |
| XV | Cash Gifts | | none | | |
| XVI | Food Serving | 0 | 0 | 0 | 3 |
| | | <u>12</u> | <u>13</u> | <u>5</u> | <u>4</u> |

#4 Used for handicapped, VIP's, police, etc

July 16, 1979

TO:

FROM: Jack Eggleston

SUBJECT: Shrimporee Parking

Each year we have problems with special parking requirements. This year we will issue passes to those members or volunteers who require special parking, provided these requirements do not exceed the space available.

Attached is a sketch of the pavilion area at the Galveston County Park. There are 4 parking areas shown on this map:

- #1 Back door of food service
Near auction area
- #2 Beside food service building
- #3 Side of pavilion
- #4 Near covered table
(Beer truck and disabled visitors)

Also attached is a "Request for Information." Please estimate (1) the number of passes and (2) the location you will require for your committee to function for this year's Shrimporee. Give me the data before the end of July. We must have an estimate now in order to make our plans. Don't forget the Volunteer Servers from the Sunshine Club, if you think they need special parking. However, we will not be able to have reserve parking space for Rotary wives bringing cakes and pies. Also, please identify to us vehicles that will need access to the area without a pass (i.e., the ice truck) but will not require long term parking space.

REQUEST FOR INFORMATION

Committee _____

This Committee will require:

| <u>Parking Area</u> | <u>No. of Passes</u> |
|---------------------|----------------------|
| #1 | _____ |
| #2 | _____ |
| #3 | _____ |
| #4 | _____ |

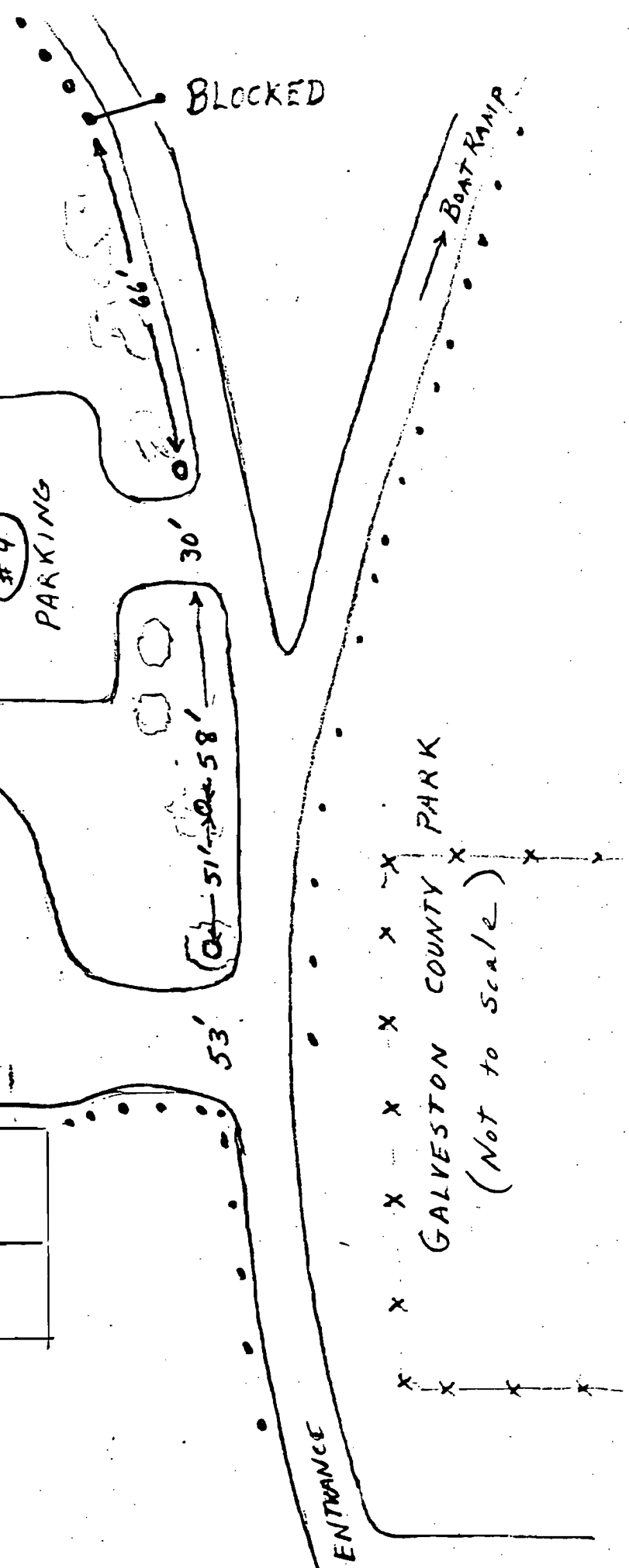
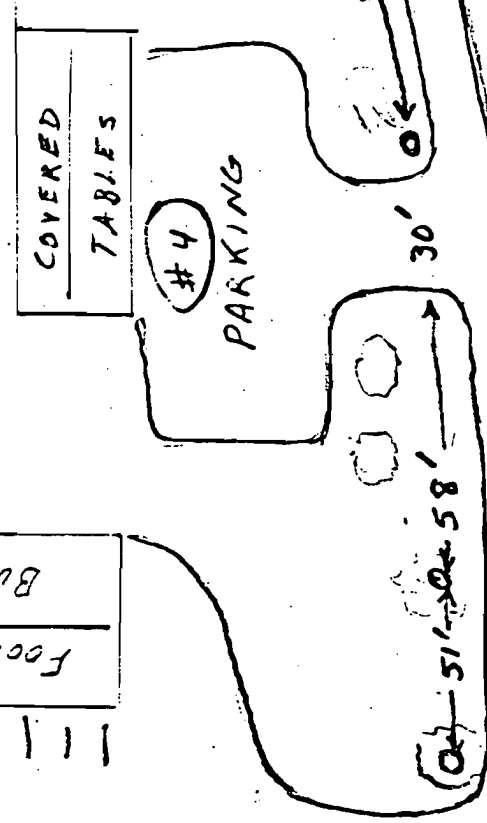
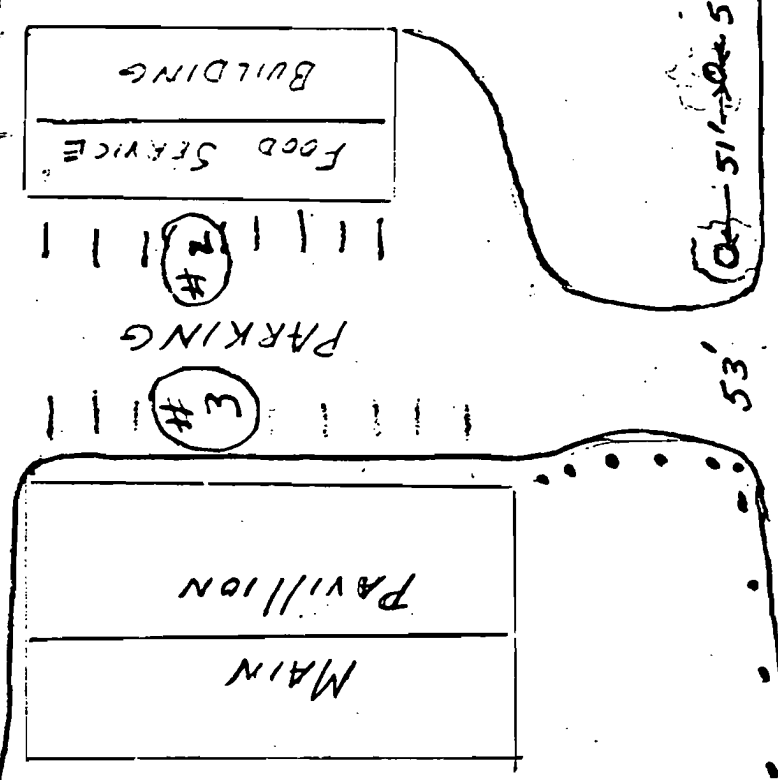
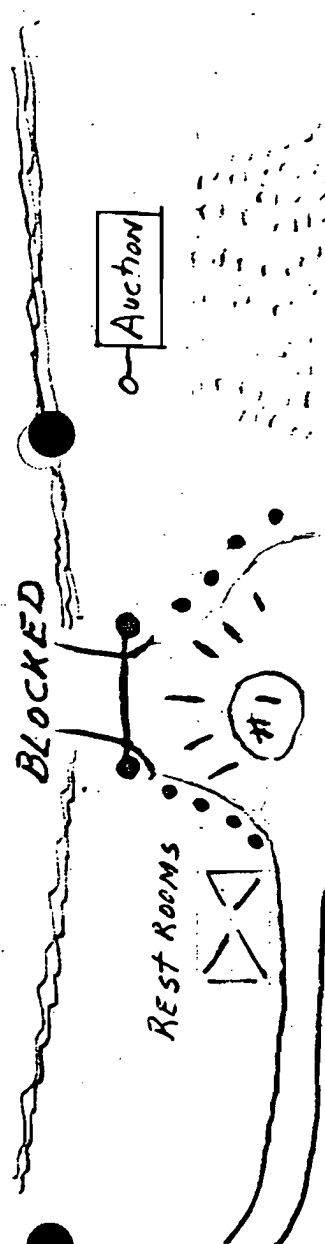
Detail: (sufficient to evaluate requirement)

| <u>Vehicle</u> | <u>Purpose</u> (why is special parking required) |
|----------------|--|
|----------------|--|

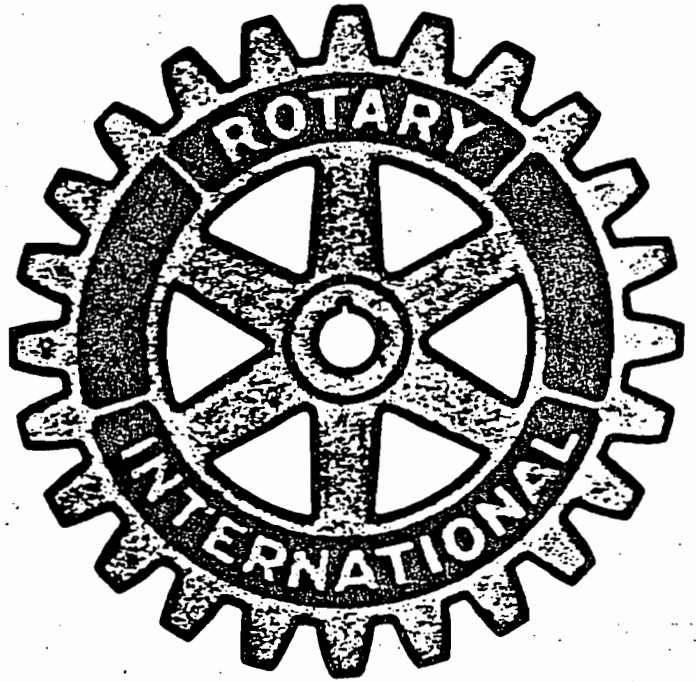
Member making this estimate

Name: _____

Phone: _____



PARKING
SITE #4



Jack Eggleston

TO: C. A. Jacobson
FROM: R. W. Mitchell
SUBJECT: LOGISTICS COMMITTEE REPORT

1. Members of the Committee:

R. W. Mitchell - Food procurement, transport from warehouse
Bill Gresco - Food Receipt and Transportation
Billy Burt - Fire wood, Auction Items, Transport
Joe Skelly - Pickup and return cooking utensils from schools

2. Organization

Briefly the work went like this:

- a. Mitchell asked for lists of requests from other committees (see attached sheets.)
- b. It was decided to buy as much food as possible from SYSCO since they could deliver at one time and change one bill.
- c. Items not sold by SYSCO were bought by Mitchell at local stores.
- d. Arrangements were made with Geo Carlisle at Clear Creek School Administrator for loan of school equipment. Carlisle referred the whole project to Mrs. Beller 332-5461 who arranged with the two high schools for the pick up and returns. Mrs. Beller also arranged for the hire at overtime rates for three people at Clear Creek to wash up on Sunday morning. Two tickets were given to the two people at Clear Creek at the time of pick up.
- e. A list of materials was provided to Mrs. Beller who arranged for us to pick up some of the items at Clear Lake and the rest at Clear Creek. Pickups had to be made by 2:00PM on Friday since that is quitting time for the kitchens.
- f. Bread was ordered from Mrs. Bairds 522-5111 x56 to be delivered to the park at 8:30AM Saturday. Price was 56½ cents per loaf less 10%, COD. Payment was made by personal check for 125 loaves.

- g. Joe Skelly (with truck) picked up the utensils at each school on Friday afternoon and returned them all on Sunday about 9:00AM to Clear Creek. The check for dish washers was delivered on Wednesday after a call to Mrs. Beller to get the names and amounts.
- h. Bill Gresco received all the SYSCO food delivery at the Clear Lake Hospital on the Monday before the Saturday Shrimporee. This gave us time to check over the quantities and reorder for Thursday delivery if we needed it (and we did). All food was charged to Mrs. Hicks' (diatician at Hospital) account. We gave Mrs. Hicks a check made out to Sysco when she received her invoice. This was about 10 days after the Shrimporee.
- i. On Saturday about 9:00AM Bill Gresco made several trips with the Hospital van to move the food to the park. Total weight about 4000 pounds.
- j. Billy Burt brought in a load of firewood on Saturday about 8:30AM and then helped bring auction items from the Beta Building to the park.
- k. Mitchell picked up Friday the items left over from previous years at the warehouse and moved them to the park on Saturday about 8:00AM.
- l. Bill Tu^{ite} although not a part of the committee was a big help in supplying the aprons, towels, etc. Bill brought more than enough for everyone. Bill was anxious to get all his materials back since its loss comes out of his pocket. Our members and workers should be reminded of this. We owe a pat on the back and a big thanks to Bill for his help.
- m. Bill Weseman stored some plywood used by the desert committee and returned it on Saturday morning. I think Bill probably picked it up again this year and is storing it.
- n. Mitchell delivered to the U of H for the cole slaw committee on Friday afternoon 50# sugar, 12 gallons white vinigar and 6 gallons Mazola oil.
- o. Total cost of all items purchase was about \$2,165.00 (for budget purposes).

3. Problems and Recommendations

- a. Five serving pans were lost in the course of the day. We have no opinion on what became of them. We paid the school for them later, about \$115.00.
- b. At the end of the day additional food was needed. There was a certain amount of confusion about what and how much to buy, and how to pay for it. As a result we had a crate of cabbage and about 15 cans of beans left over. It is suggested that in the future only one person authorize buying extras and that cash from the ticket sales be made available for the purchases with receipts and change returned.
- c. Problems had occurred in other years because supplies ordered for one committee were appropriated by another. Special efforts were made to mark the materials and no problems were experienced.
- d. Talk to Mrs. Bland at Alphies Fish and Chips - She has a better price on oil.

4. Important People

| | | |
|--------------|------------------|----------------|
| High Schools | - Geo. Carlisle | - 332- |
| | Mrs. Beller | - 332-5461 |
| Sysco | - Doug Godschalk | - 672-8080 |
| Hospital | - Bill Gresco | - 332-2511 |
| | Mrs. Hicks | - 332-2511 |
| Bread | - ? | - 522-5111 x56 |
| Towels | - Bill Tuite | - 488-1142 |

1979 Requirements

Fish Committee - M. Mathews

- 1 - large rack with trays
- 12 - Serving pans 6" deep
- 13 - " " 4" deep
- 6 - Sharp knives
- 1 - Knife sharpener, electric
- 3 - 12' extension cords for fans
- 1 - Small rack, similar to large
- 1 - 25 gal. barrel for mixing breadings
- 2 - mixing paddles
- 6 doz - dish towels
- 12 - aprons
- 4 - pr. cotton gloves
- 4 - rolls paper towels
- 6 - cutting boards
- 1 - roll butcher paper
- 3 - electric fans
- 1 - Staple gun
- 1 - pr. long tongs
- 10 - gallons cooking oil
- 200# - corn meal
- 5# - Black pepper
- 50# - Salt
- 1 - Fire starter
- 200# - Flour
- 1 - 10" funnel
- 1 - long handle skimmer
- 1 - Hot fat thermometer
- 2 - large collenders
- 1 - fat dipper, long handle pan
- 25# - R.Hy. litter
- 1 - Soap
- 1 - can PAM

(next page)

Fish Committee - (cont.)

- 1 - Box dish washer detergent (for floor)
- 1 - Dish soap (Joy)
- 1 - Bottle Pine O' Pine
- 1 - Water hose with nozzle
- 1 - long handle scrub brush
- Boots
- Fire Pot, gas (for gumbo)
- 1 - 20 gal pot (gumbo)
- 1 - Dipper, serving
- 300 - serving cups
- 500 - Plastic spoons, soup.

1979 SHRIMPOREE REQUIREMENTS

COMMITTEE

CONDIMENT

9/7/79

REQUESTOR

STEADMAN

ITEMS REQUIRED

| <u>QUANTITY</u> | <u>DESCRIPTION</u> | <u>STATUS</u> ### |
|-----------------------|--|-------------------|
| <u>RED-SAUCE</u> | | |
| 13 cases | -- Catsup, #10 gal. cans, 6/case: need 84 gals total | 0 |
| 3 cases | -- Chili-sauce, #10 gal. cans, 6/case: 18 gal total | 0 |
| 3 cases | -- Horse-radish fresh ground; last year came in | 0 |
| or | qt. jars, 3 gals/case. Either way ok but | |
| 9 gal jars | need 18 gals equivalent | |
| 4 gals | -- Worcestire Sauce. Believe gal jugs the | 0 |
| | cheapest | |
| 3 gals | -- Lemon juice concentrate. Gal jugs or qts ok | |
| | but suggest the cheapest | |
| 2 Boxes | -- Tobasco, 2 oz bottle, 24/box | 1 |
| | Need a total of 48 of the 2 oz bottles | |
| <u>OTHER</u> | | |
| 14000 | -- Large dinner or barbecue napkins | 0 |
| 5000 | | on hand. |
| 4000 | -- Forks, plastic, large | 1700 |
| 6000 | -- Salt & pepper packets each | 900 |
| 3000 | -- Towelettes | 1300 |
| 500 | -- 16 oz Plastic containers with tops | 500 |
| | | on hand. |
| 125 | -- Loaves of bread, sandwich, 28 1/2 slices/loaf | 0 |
| <u>MISCELLANEOUS+</u> | | |
| 2 | -- Rolls, heavy vinyl, 4 mil 10' x 25'. Primary use | 0 |
| | in event of rain plan | |
| | (cont) | |

1 -- Heavy duty
SEND TO: R.W MITCHELL OR PHONE IN

18247 NASSAU BAY
HOUSTON, TEXAS
77058

HOME - 333-2881
OFFICE - 488-5660
X212

1979 SHRIMPOREE REQUIREMENTS

COMMITTEE CONDIMENT

REQUESTOR STEADMAN

ITEMS REQUIRED

| <u>QUANTITY</u> | | <u>DESCRIPTION</u> | <u>STATUS</u> |
|---------------------------|----|---|---------------|
| <u>MISCELLANEOUS CONT</u> | | | |
| 1 | -- | Can opener, electric, heavy duty, large. For exclusive use of bean and condiment committee teams | 0 |
| 20 | -- | Aprons for serving lady use at condiment tables | 0 |
| 1 | -- | Masking tape, 2", use of to tape down serving table covers | 0 |
| 4 | -- | Re-useable ^{Handi-} Wipes, 8/package | 0 |
| 5 | -- | Large plastic buckets, 6 gal or so capacity that we have had in past. Need to be clean enuf for preparation of red-sauce. | 0 Have 2 |

#--Items reportedly in storage

OBV

SEND TO: R.W MITCHELL OR PHONE IN
18247 NASSAU BAY HOME - 333-2881
HOUSTON, TEXAS OFFICE - 488-5660
77058 X212

1979 SHRIMPOREE REQUIREMENTS

COMMITTEE DESSERT

REQUESTOR FITCH via Steadman

9/7

ITEMS REQUIRED

| <u>QUANTITY</u> | | <u>DESCRIPTION</u> | <u>STATUS</u> |
|---------------------|----|--|-------------------|
| 500 | -- | Plates, Plastic, 5" dia | 0 on hand |
| 5 boxes | -- | Baggies, 150/bag, 6 1/4 x 5 1/2 inch | 0 |
| 1 roll | -- | Shelving paper | 0 |
| 500 | -- | Forks, plastic, dessert | 1000. 600 on hand |
| 1 doz | -- | Fly-paper strips | 600 0 |
| 5 packs | -- | Re-useable Handi-Wipes, 8/pkg | 0 |
| 1 roll or box | -- | Dispoasable, clear plastic gloves | 0 |
| 6 | -- | Carpenter or equivalent aprons to be used or worn as aprons for money changing. Suggest purchase | 0 |

Plywood boards to cover troughs in center of booth.

SEND TO: R.W MITCHELL OR PHONE IN
18247 NASSAU BAY HOME - 333-2881
HOUSTON, TEXAS OFFICE - 488-5660
77058 X212

8/27/79

1979 SHRIMPOREE REQUIREMENTSCOMMITTEE FOOD SERVINGREQUESTOR CHANDLERITEMS REQUIRED

| <u>QUANTITY</u> | <u>DESCRIPTION</u> | <u>STATUS</u> |
|------------------------------|---|---------------|
| BROOMS Two (2) | BROOMS - REGULAR | on hand |
| Two (2) | " - PUSH - HEAVY DUTY | |
| Two (2) | DUST PAN - 12" PLASTIC | |
| Two (2) | GARBAGE CONTAINERS - 30 GAL. PLASTIC | |
| 25 LBS KITT | KITTY LITTER OR SUITABLE SUBSTITUTE | |
| 12 | RAGS/TOWELS 2'x2' | |
| 9 | SERVING SIGNS | STORED |

OLSEN
GARAGE

SEND TO: R.W MITCHELL OR PHONE IN

18247 NASSAU BAY

HOME - 333-2881

HOUSTON, TEXAS

OFFICE - 488-5660

77058

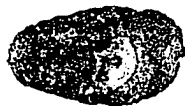
X212

ONE (1) ROLL
150-300 YDS

WHITE BUTCHER
PAPER (TABLE COVER)

ONE (1) BOX
LARGE

CLEANING POWDER (SOAP)
FOR TABLES & FLOOR



1979 SHRIMPOREE REQUIREMENTS

BEAN Committee - BOB WREN

200 - #10 Cans Ranch Style beans

2 - Slotted spoons

1 - Can opener

8 - Dish towels

6 - Hot gloves

12 - Serving Pans 6X15X18

6 - Aprons

Bunch - Firewood

1 - work table

1979 Requirements

Serving Committee - M. Fitch

40 - aprons

500 - plates 10 $\frac{1}{4}$ "

1500 - plates 9 $\frac{1}{4}$ "

14 - ticket containers (ice cream buckets)

16 - Spoons large, that drain

12 - Serving pans 4" deep

4 - tables

300 - gloves, plastic

- Plastic table covers

- Aluminum foil

- white paper, table covers,

- Hand soap

- towels

1979 Requirements

Desert Committee - Mary Lou Fitch

500 - 5" plates

5 - Boxes of Baggies

1 - Roll shelf paper

500 - Napkins

500 - Plastic forks

- Plywood boards to cover trough

- Stapler

- Fly paper

8 - Many aprons

- Table cloths

1979 SHRIMPOREE REQUIREMENTS

COMMITTEE

REQUESTOR

A GENERAL REQUEST FOR ALL

ITEMS REQUIRED

QUANTY

DESCRIPTION

STATUS

I feel strongly that the General Chairman should have sufficient "FREEBIE" Shrimporee tickets TO GIVE AS COMPLIMENTARY TICKETS to certain 'public' servants' such as persons who measurably help our cause; for instance:

A couple tickets to large auction donars for use by donor and his wife (and perhaps also children tic kets for their children who would like to come with the parents.

A couple of tickets to the manager of each Radio station who gives us free advertising over the air lanes

A couple of tickets to the newscasters at the local TV stations, and enough for their respective children. (For instance, RON STONE)



A couple tickets to newspaper publishers or editors who give good effort in helping us out in news items and advertisings.

A couple tickets to our security guards since we do not pay them. In the past in order to 'give out' such complimentary tickets we had to solicit tickets from our members - which in reality cost that member. Complimentary tickets should come from the "pot" of tickets at the very offset and should not in any way be charged to the members.

Gene Lindquist

SEND TO: R.W MITCHELL OR PHONE IN
18247 NASSAU BAY HOME - 333-2881
HOUSTON, TEXAS OFFICE - 488-5660
77058 X212

Ordered from SVSCO - 1979

- 1 - Roll butcher paper 36"
- 10 - 5 gal cans Peanut oil
- 200 # - Corn meal, yellow
- 200 # - Flour
- 5 # - Black Pepper
- 50 # - Salt
- 1000 - Plastic Soup Spoons
- 50 # - Sugar
- 12 gal - 6/case White Vinegar
- 6 gal - 6/case, Mayola oil
- 34 cases - 6/case #10 cans Ranch Style Beans
- 3000 - Plates 10 1/4, 3 compartment, 6 cases
- 1000 - " 9 1/4, 2 cases
- 1000 - , plastic
- 15,000 -  Line. Dinner 15x17, 3000/case, 5 cases
- 84 - #10 cans Catsup, 14 cases
- 18 - #10 " Chile Sauce, 3 cases
- 36 - qts Horse Radish 12 qts/case, 3 cases
- 4 - gallons Worcestershire
- 3 - gallons lemon juice concentrated
- 3 - cases Tobasco 2oz ea 24/case
- ~~1500 - Towel~~
- 1 - Case clam juice (for gumbo).

Obtained from Schools - 1979

- 1 - Can opener
- 4 - plastic buckets, 5 gallon
- 18 - Serving spoons (that drain)
- 25 - Serving Pans, 4" deep
- 24 - " " 6" deep
- 1 - large rack with Trays
- 6 - Sharp Knives
- 1 - Knife sharpener, electric
- 1 - Small roller rack, similar to large
- 2 - mixing paddles
- 6 - cutting boards
- 1 - tongs
- 1 - measuring cup
- 2 - large collanders
- 1 - Fat dipper, long handled pan
- 1 - dipper
- 1 - 20 gallon pot,

Remaining 9/16/79

In Warehouse

Dinner Forks - 300

Money aprons - 6

Disposable plastic gloves - 500

Extension cords - 3+2

Roll of Saran wrap -

Can of PAM - 1

cotton gloves - 1

First Aid Kit (Bag) - 1

Roll Butcher Paper - 1

Paper towels - 2

Name Tags - 1 Box

Soup (gumbo) spoons - 995

HOT Gloves (new) - 2

Forks Plastic - 1

Kitty Litter - 25 # bag

Pepper Individ. Sv. - 1000

Salt " " 4000

Plates Paper 10 1/4 - 600

" " 9 1/4 - 750

SPOONS Plastic all purpose - 800

Shrimpsore Hats - about 50 (clean)

Plastic Sheet - 10x25 - 1 Roll

Cups Plastic 16 oz - 400

" " " Tops - 400

NAPKINS - Dinner - 1 Box - 3000

1 Box 24 2oz. Tabasco -

Fish/Shrimp Purchase Committee Report (1979)

Committee Members:

Jim Bower--Chairman
Bob DeLuca--Worker
Al Ligrani--Advisor

Fish

Since the procedure established two years ago has been successful, no drastic departures from it were encountered for the 1979 Shrimporee. Fish was priced competitively as follows:

- a) Sysco (672-8080) - Frynor Fillets - 50 lbs for \$117.11 per case or \$2.34 per pound. The Icelandic Raw Breaded was \$25.82 per 18 lbs case or \$1.44 per pound.
- b) Magnolia (224-7505)~ Don Genitempo and Rick Moon - Jumbo Icelandic Cod fillets (Coldwater Corporation) - 50 lbs. cases @ \$1.89 per lb.; Jumbo Canadian Cod @ \$1.77 per lb., batter dipped @ \$1.44 Per lb.

Inasmuch as we had good experience last year with Magnolia and their price was much cheaper than Sysco on a product we know was good, an order for 1900 lbs of Jumbo Icelandic Cod Fillets and 100 batter dipped was placed with Magnolia. Although Canadian fillets were cheaper we did not want to experiment with a new product when last year's fish had been so good and received so many favorable comments. This fish was delivered to Allen's Food King (formerly Thrifty Market) in League City. Prior permission was arranged through Dallas Peavy, Manager (534-2812). Bob DeLuca visited the freezer and confirmed the delivery. Fish was hauled when needed from the market during the day of the Shrimporee. No unusual problems were encountered with the fish operation.

It should be noted that the fish experienced a \$.34 rise per pound for the fillets and a \$.15 rise per pound for the breaded between 1978 and 1979. This reflects a 22% and 12% increase respectively.

Shrimp

The shrimp arrangements were handled by Jim Bower who was very concerned to find a competitive price through a vendor who would provide good shrimp and be reliable. Shrimp this year was purchased through Henry Hultz (Seabrook Shrimp and Oyster Co., Inc.) @ \$3.50 per pound for tails only 40-50's. This represents a \$.55 or 19% increase over 1978. As in the past, the vendor was supposed to deliver an initial batch offresh shrimp, leave a freezer truck for storage and be on call for additional deliveries as necessary during the day. While this system had been agreed to the following events occurred during the day of the Shrimporee:

- a) Jim Bower who had made all the arrangements left town suddenly turning all the shrimp responsibility over to Bob DeLuca.
- b) Henry Hultz showed up on a Saturday morning at the Shrimporee wanting to know, "if we needed some shrimp today?" He claimed to have been in Mississippi concerning the hurricane in Mobile and just got back in town. He was not prepared to service our order.
- c) Henry's shipments of shrimp had to be unfrozen by them in Kemah before delivery to us. As the day progressed he was not able to keep up and we ended up using unthawed frozen boxed packages. These were difficult to handle and took much longer to boil.
- d) While the shrimp was all of good quality and size, random checks of boxes of shrimp left some questions as to the accuracy of the weights represented to us by Henry. A bathroom scale was used. Verification using a small kitchen scale of the size did reveal acceptable results. In fact, it turned out that Hultz's shrimp was 38-43 per pound. Size, therefore, was no problem.
- e) While Henry's supply due to us was consistently in doubt during the afternoon at no time did we run out of shrimp at the serving window. The situation was not always comfortable, however.
- f) The prearranged freezer truck was not provided until we didn't need it.
- g) We ended up purchasing 3,850 lbs. of shrimp for the day. This represents a 550 lbs. or 17% increase over 1978.

Distribution of the Excess Fish and Shrimp

At the end of the day there were 142 lbs of excess cooked shrimp and 200 lbs of fish. These items were distributed through sales to Rotarians and the general public as follows:

Shrimp

| |
|----------------------------------|
| 22 lbs @ \$4.00 (general public) |
| 115 lbs @ 3.50 (Rotarians) |
| 5 lbs gratuties (Sheriff) |
| <hr/> 142 lbs |

Fish

20 lbs @ \$1.90 (Rotarians)

Two points in this regard should be kept in mind for next

year:

- a) Plastic bags should be ordered to distribute excess shrimp /fish.
- b) Several Rotarians were disappointed when there was not enough fish to fill their preorder. We should emphasize in the future that orders will be filled for excess fish in an "as available" basis.

1979 SHRIMP COOKING REPORT

Chairman - Bob Montgomery
Vice Chairman - Ken Gurry
Members - Rollen Gardner
- John Ward
- Herb McElveen
- Dean Woodruff
- Viet Hanson
- Larry Morelan (unable to work because of business)
Advisor - Bob Stephens

The committee was assigned shifts to accomodate everyone and cover the 8 A.M. to 8 P.M. time period the day of the Shrimporee. Several members worked the entire period while others worked only part of the day. One original member resigned from Rotory and was not replaced. Three or four people are needed for the morning startup activities and for the evening cleanup activities. Two or three people can manage during the middle part of the day, from around 10 until about 6 P.M.

Supplies

Shrimp - 4000 pounds delivered, 3,900 cooked and sold, 100 returned.
Onions - 80 pounds bought and used
Lemmon - 53 pounds bought and used
Boil - 3.2 gallons used (2 procured by Breezy via Marv Mathews and 1.2 left over from last year)
Salt - 25 pounds bought and used
Propane - 75% of three tanks used (procured cost free by Herb McElveen)

Expenses

The Budget of \$140 was more than adequate as only the Lemmon, Onion, Boil and Salt were bought by the club. The propane was donated and the shrimp was bought by the Shrimp procurement Committee. Actual expenditures should be available from the Shrimporee Treasurer.

Cooking Recipe

Lemmon/Onion mixed by pureeing in blenders at UHCLC in the ratio of 3 parts onion to 2 parts lemmon by weight. 4 lbs mix for each 100 lbs of shrimp.
9 ounces of Shrimp Boil for each 100 lbs of shrimp
3-4 lbs of Salt for each 100 lbs of shrimp.

Supplies from Storage

| | | |
|-----------------------|---|-------------------------------|
| Cooker | } | at Kenneth Kayes storage |
| Wood stirring paddle | | |
| 2 dippers | | |
| 2 burners | | |
| drain valve and pipe | } | at bob Montgomerys home |
| 8 oz. measuring cup | | |
| 2 quart measuring cup | } | borrow from committee members |
| wrenchs | | |
| 100 ft garden hose | | |
| fans and cords | | |

buckets — borrowed from members
Towels }
Aprons } — from logistics committee about 200 towels required

Procedure

At 8 A.M. Start setup of burners, scub cooker with wire brush to remove rust and get the cooker filled and fire on by 9 A.M.

Cook 250 lbs per batch, water boiling when shrimp are added (remove as much ice from the shrimp as practical before putting them in the cooker)

Remove from cooker quickly when the shells loosen (they float) "DONT DELAY" the shrimp will over cook if the removal is not done promptly and quickly.

Change the Water every 1000 lbs of shrimp-this requires about an hour.

Turn the center burner off when removing the shrimp from the cooker. If you dont the cooker will boil over and make a mess.

On Friday night the onion and lemon and workers with containers must go to the UHCLC kitchen and perform the blending and then arrange for delivery the next morning no later than 9 A. M.

Another crew should pick up the equipment in storage and take it to the cook shack on Friday evening.

Problems and Recommendations

Shrimp was not delivered on time or at sufficient interval to prevent interruptions in the cooking-find a supplier that can deliver at the required rate.

Handling of the cooker is awkward due to its size and weight - weld on handles to two places on each end of the tank to facilitate handling.

One end of the tank is not cut out for sufficient length and impairs the speed of removing the shrimp - cut out this end to match the other end.

Much heat is radiated into the cook area - fabricate a steel framed, asbestos lined screen which will be hinged at both ends to wrap around the ends of the cooker and shield the cook area to a higher degree than the single sheet of asbestos does with our current setup.

Too many members spent too long a day - add 4 additional people to this committee for a total of 12 to 14.

If the Shrimporree continues to grow it will be necessary to setup a second cooker. At one point this year we reached a point of having no cooked shrimp backlogged, i. e. we almost got behind crowd demand. Part of this is the result of the delivery problem mentioned above but I feel that an increase of crowd of about 15% over this year will result in the necessity of a second cooker. We might start keeping ou eyes open for any good deals..

R. P. Montgomery



Inter-Office Memorandum

University of Houston at Clear Lake City

To Chuck Jacobson
1979 Shrimporee

From Norm Grine

Subject Beverage Committee Report Date 11-26-79

Attached are reports from John Nesheim, Beer Chairman and Harry Ponisi, Soft Drink Chairman. I think their reports will give next year's Chairmen a good feel for operating this committee and further comment from me is unnecessary. Also, attached is Income and Expense Information.

Acknowledgement should go on record for the following who each contributed a keg of beer for the workers, Kent Tibbetts, Sid Bourg, Ken Gurry and Norm Grine. Also, our appreciation to Chuck Jacobson and Carlos Villagomes for "Working Out" the problem of late beer delivery.

cc: Dick Brown

To: Mr. Norman Grimes, Chairman
Beverage Committee
1979 Rotary Shrimporee

September 21, 1979

From: Mr. John Nesheim
Beer Chairman

The following steps are necessary in operation of a beer concession stand:

(1) It is necessary to secure a license to sell beer and the following steps must be taken to secure this license:

a) A visit with the Texas Alcoholic Beverage Commission, whose office will be in Dickinson (for Galveston County), to secure the application for a temporary beverage permit.

b) Mr. Roy Kirkpatrick is the present Director and is very helpful regarding such application.

c) It is then necessary to secure an "on premises" beer license to sign a temporary permit to transfer the license for sale. (This cannot be a mixed beverage license as we would then be liable for tax, etc.) It is necessary to specify in this license the location of our booth, which must be a specific location within the park, and a separate license must be secured for each booth. This is not meant for each station within the booth but for each booth.

d) It is then necessary to purchase a US Postal Money Order or a Cashier's check payable to the Alcoholic Beverage Commission for the amount required. This amount was \$5.00 for 1979 but that should be checked on at the time it is being purchased as it may vary from year to year.

e) It is then required that you visit at least the Chief of Police of League City to have him sign an "okay" for the issuance of the license, and the Sheriff's Department in Galveston County to have the Sheriff sign the application for the license.

f) It is then necessary to take the application for a temporary license, which must have two (2) copies and both must be signed by the bar owner and properly notarized, to the Liquor Control Board where they will issue you a temporary permit for the event. It is absolutely essential that all information be correct or that the person being the notary public be taken along to the Liquor Control Board, just in case some of the information needs to be changed.

g) This temporary permit must be displayed prominently at the booth, as this is required by Law.

h) It is also essential to remember at all times that we are using somebody else's permit and our amounts and caution must be governed as such.

(2) Securing of the Beer

a) This year, due to the laws, beer must be secured through a license. This might be done through the operator of the temporary license by a wholesaler on a direct basis, as was done this year.

b) Mr. Wayne Rose with Coors Beer of Galveston, should be contacted early, preferably in May or June or as soon as the date is set, so that we may secure a truck and beer.

c) The truck can be scheduled at any time but preferably the time to be at 10 A. M. to be assured of the truck getting there on time.

d) The Beer Company may also, at the same time, secure a Sparkle Ice Truck, which would let us buy ice at their cost, for only the number of bags we use. It would be wise to consider this because the bags would remain in the truck until needed; however, the beer company will not supply ice for other concessions other than beer and we would need to have a man on duty, just to count bags of ice being used by us.

e) The price for beer last year (1979) was \$27.95 a keg, which price is the same price they give all buyers. They cannot vary this price, no matter how many kegs we buy and any keg that is used will be paid for at that price.

f) The price for cups and ice will be standard and they cannot give us a break on those prices, as it is against the rules of the Alcoholic Beverage Commission. We paid \$2.55 per sling of fifty (50) 16 oz. cups and \$2.50 per 50 lb. bag of ice.

g) Last year (1979), we sold 40 kegs of beer at \$27.95. We did not keep an accurate enough account of the beer being used from the truck. It is recommended that we double check the number of kegs coming in and being set up along with the number of empty kegs being returned to the truck. There may("may") have been a problem but there is no way to verify it without us having a man on top of it to check this.

(3) Serving the Beer

a) The Beer Company will supply all stations we need. This year (1979) we ordered two (2) stations but only got two (2) spigots with the CO2. It is recommended that we have at least four (4) stations with at least two (2) spigots each so that we would have eight (8) pumping stations plus one (1) for the In-House Shack, which would make a total of nine (9). It is essential that this be thoroughly understood by the Beer Distributor and by the Rotary. It should be made clear to the Distributor that we really need the total of nine (9) pumping stations (spigots) and that is what needs to be ordered from them.

b) It is recommended that we use at least one booth, which would require one station which would require one license with four (4) stations, two (2) on each side with four (4) spigots each. The entire booth, which was used by beer and desserts jointly, would make a good Beer Booth only. Our time of serving was from 2 P. M. until 7:30 P. M. I would recommend that this be started at 12 P. M. with maybe two (2) pumping stations open. We tried to use two people to each station and this is not enough. There should be a minimum of three or four people at each station, one for each pump and another for the collection of money and handling beer. It is essential that we watch the money more closely within the station. Our charge on beer was 75¢, which was a difficult amount to handle. I would recommend that we go to \$1.00 and that we watch bills very closely that are larger than \$5 and keep an adequate "one person" within the booth, collecting bills and larger change itself. It is difficult and lack of control made it more difficult. We would not have had adequate service within the booth had we not had outside volunteers. I believe we should have more Rotarian volunteers assigned to beer, partially because of the control and the amount of cash which flows through the beer booth. It is extremely essential that we guide this closely. It is also important that we have only adults working. Some wives might make excellent beer servers and this would help ease our load considerably.

(4) In-House Beer

Our regulation on beer sold to Rotarians through the food shack was poor.

a) Need to double check on time the beer truck arrives, not later than 10:30, and preferably at 10 A.M.

b) Make sure that we receive payment, or know how many kegs are being donated, in advance.

c) Have a place where we keep track of Rotarians or only workers getting this beer. It is a good idea to get free beer from the shack and not from the kegs that we have outside.

(5) Coors Beer

Mr. Wayne Rose and his helper, Frank, were more than helpful. It is essential that Coors Beer has two (2) men there and with Wayne having left for most of the day, we were temporarily with one helper and it was just too much work for him with the volume of beer being served. We must insist in the future that Coors have two people there to service it and they will be glad to do this with the volume we poured.

It is essential also, that we keep a double check on Coors regarding the number of kegs.



7701 Port Industrial Boulevard
Route 2, Box 289K
Galveston, Texas 77551
(713) 744-0471

KEG ORDER FORM

Primary - BE109 348

DATE: 9/15/79

Temp. - 63732

CUSTOMER: Space Center Lottery Fund
ADDRESS: League City, Texas

PHONE: (home) (Bus)

I AGREE NOT TO HOLD COORS OF GALVESTON CO., INC. OR ANY AGENT OF COORS OF GALVESTON CO., INC. LIABLE FOR ANY LOSS OF ANY NATURE SUSTAINED BY MYSELF THAT MAY RESULT FROM, OR WHICH IS INCIDENTAL TO, THE USE OR ATTEMPTED USE OF THIS EQUIPMENT, AND MOREOVER TO INDEMNIFY AND HOLD HARMLESS COORS OF GALVESTON CO., INC. OR ANY AGENT OF COORS OF GALVESTON COUNTY, INC., FROM ANY AND ALL CLAIMS FOR PERSONAL INJURY OR PROPERTY DAMAGE RESULTING FROM, OR WHICH ARE INCIDENTAL TO, THE USE OR THE ATTEMPTED USE OF THE EQUIPMENT DESCRIBED HEREIN.

DEPOSIT PAID TO COORS OF GALVESTON CO., INC. DOES NOT REPRESENT THE ENTIRE COST OF THE EQUIPMENT. IF LOST OR DAMAGED, FULL PRICE TO REPLACE THE EQUIPMENT WILL BE CHARGED. EQUIPMENT IS TO BE RETURNED TO COORS WITHIN 72 HOURS.

RECEIVED: Space Center Lottery Fund
Date Deposit Refunded:
Signed by: John M. Mosher

| DESCRIPTION | NO. | PRICE | AMOUNT |
|--------------------|-----------|---------|---------|
| 1/2 KEGS | | 27.95 | 1118.00 |
| 1/4 KEGS | | | |
| PARTY PACK COOLERS | | | |
| ELECTRIC COOLERS | | | |
| TUBS | | | |
| CUPS (size) | | 2.25 | 180.00 |
| ICE | | 2.50 | 67.50 |
| OTHER | | | |
| SUB TOTAL | | | |
| SALES TAX | | | |
| DELIVERY | | | |
| LABOR | | | |
| TOTAL | | | 1365.50 |
| REQUIRED DEPOSIT | (-110.00) | | |
| DELIVERY/COMMENTS: | | | |
| | 14.8 | #2233 | |
| | (H) | 9/17/79 | |

DISTRIBUTION COPY

September 23, 1979

To: Norm Grine

Re: Soda Committee Report - 1979

1. Work Load

Our main problem in 1979 was our inability to keep the lines down, mainly due to unexpected 43% increase in business. Two pre-mix trailers were used with additional people added to just fill cups with ice.

2. Labor

The response of assigned Rotarians was poor. Of nine assignees, two reported off and three were no-shows. Non-Rotarians carried the day; four assignees showed up and we picked up six volunteers - Helen Mandiola was most helpful and a good recruiter.

3. Change

The lack of quarters plagued almost the entire day.

4. Ice

We ran out of the 2000 lbs. ice order, supplemented with two bags from beer and four small store bags.

5. Profit

Even with the several problems previously described, profit was very satisfactorily up 46% from 1978. Price of 25¢ per cup was low.

6. 1980 Recommendations

- a. Use 3-4 Pre-Mix Trailers, utilizing "ice-filler".
- b. Increase price to 50¢ and load up ahead on starting change.
- c. Increase ice.
- d. Assign larger non-Rotarian crew; assign Mandiola as Asst. Soda Chairman. Coordinate Rotarian assignments on Beer and Soda and demand discipline in reporting for assignments.
- e. Although, money/usage reconciled, we should get a starting count on cylinders and cups to avoid later inconsistencies.

H. P. Ponsi

DELIVERY INSTRUCTIONS: ATTN: H. PONSIE - 14711 1st Ave. S. #1

| DEPOSIT | CREDITS | QUANTITY | PRICE | AMOUNT | ALLOWANCES | QUANTITY | PRICE | AMOUNT |
|-----------------|---------|----------|-------|--------|-------------------|----------|-------|--------|
| BOTTLES W/CASES | | | | | 32 OZ. PROMOTIONS | | | |
| REGULAR BOTTLES | | | | | CAN PROMOTIONS | | | |
| LARGE BOTTLES | | | | | | | | |
| REGULAR CARTONS | | | | | | | | |
| LARGE CARTONS | | | | | | | | |
| HULLS ONLY | | | | | | | | |

TOTAL CHARGE
5585

SALES TAX
291

TOTAL ALLOWANCE
5634

SUB-TOTAL
5243

TOTAL DEPOSIT
5243

Soda Committee

Final Financial Report

Income

1450.45

Expenses

Cylinders

| | |
|--------|--------------------|
| Coke | 46 |
| Sprite | 8 |
| Tab | 4 |
| | <hr/> |
| | 58 x 8.50 = 493.00 |

Ice

40 bags (50lb.) x 2.75 = 110.00

Cups

2.32 cases x 39.30 = 91.18

| | | |
|-----------|---|--------|
| Attendant | = | 35.00 |
| Total | | <hr/> |
| | | 729.18 |

729.18

Profit

721.27

Reconciliation

Cylinders - 58x100 = 5800 cups
Cups - 2 cases x 2500x800 = 5800 cups
5800 cups x \$.25 = \$1450
Income 1450.45

Comparison With 1978

| | <u>1979</u> | <u>1978</u> | <u>% Increase</u> |
|-----------|-------------|-------------|-------------------|
| Profit | 721.27 | 494.22 | 46 |
| Cylinders | 58 | 37 | 43 |

SPACE CENTER ROTARY CLUB SHRIMPREE 1979 BEVERAGE REPORT

BEER

INCOME:

LESS CHANGE FUND

323550

- 7000

316550

EXPENSES:

COORS (GROSS)

136550

LESS KEG DONATIONS (4 @ 27.95)

- 11180

125370

NET PROFIT (BEER)

191180

SODA

INCOME:

LESS CHANGE FUND

\$ 145045

- 8000

137045

EXPENSES:

ATEVOANT

3500

MIX (58 CXL @ 8.00)

46400

CUPS

5300

ICE (2000 LB.)

11000

66200

NET PROFIT (SODA) *

70845

COMBINED TOTALS (BEER & SODA)

INCOME

453595

EXPENSES

191570

TOTAL NET PROFIT

262025

* (105 FREE DRINK TICKETS FOR HELPERS)

NBNB-103

DEPOSITED WITH

NASSAU BAY NATIONAL BANK OF CLEAR LAKE

HOUSTON, TEXAS

THE DEPOSIT FOR WHICH THIS RECEIPT IS ISSUED IS ACCEPTED
 SUBJECT TO CONDITIONS APPEARING ON THE REGULAR FORM
 DEPOSIT SLIPS FURNISHED BY THIS BANK

THIS IS YOUR RECEIPT

THE BANK SYMBOL, TRANSACTION NUMBER, DATE AND AMOUNT OF YOUR DEPOSIT ARE SHOWN BELOW.

NBNB 105

455965-a 81782

Beverage Committee



DEPOSITED WITH

NASSAU BAY NATIONAL BANK

of CLEAR LAKE

18001 UPPER BAY ROAD
 HOUSTON, TEXAS 77058

"THIS DEPOSIT IS ACCEPTED BY THE BANK SUBJECT TO ALL
 APPLICABLE PROVISIONS OF THE TEXAS BANKING CODE, FED-
 ERAL RESERVE BANK REGULATIONS AND SIGNATURE CARD
 CONTRACT."

ACCOUNT
 CODE
 NUMBER

DATE

SPACE CENTER ROTARY CLUB

DEPOSIT TO ACCOUNT OF

BEVERAGE COMMITTEE

ADDRESS

CITY STATE ZIP

Send currency by registered mail.

PLEASE LIST EACH CHECK SEPARATELY

| | DOLLARS | CENT |
|---------------------|---------|------|
| CURRENCY | 3 | 00 |
| SILVER | 11 | 50 |
| CHECKS AS FOLLOWS | | |
| KENT TIBBETS #525 | 27 | 95 |
| SIDNEY R. BING #322 | 27 | 95 |
| KEN GARY CORP | 27 | 95 |
| N.D. GRINE | 27 | 95 |
| TOTAL DEPOSIT | 126 | 30 |

1979 Shrimporee
Beans Committee Report

Supplies:

The supplies required are shown in Enclosure 1. The beans and pot holders were procured. The spoons, can opener, and pans were borrowed from Clear Creek Independent School District. All items were provided by Bob Mitchell and his Logistics Committee.

Last year 204 cans of beans were procured and 172 were consumed. Of the difference, 18 were returned and 14 (already opened and in trays) were donated to the Boys Home. Therefore, 204 cans were procured again this year. This represented a projected 18.6% increase in consumption. However, Saturday, September 15, 1979 turned out to be a boon for Rotary and the Shrimporee beneficiaries as a huge crowd turned out on a beautiful day. We ran out of beans and made two emergency purchases: first, 36 medium size cans (approximately equal to one-half the large cans) and second, 30 more medium size cans. Of these 15 were unopened and returned to Bob Mitchell. That makes the total consumption for 1979 approximately 229 cans for a 33.1% increase over 1978.

Procedures:

The work tasks, shifts, and number of workers are shown in Enclosure 2. The preparation procedures were essentially the same as the last several years:

- o Use preseasoned Ranch Style beans.
- o Use the large barbeque pit.
- o Start fires in the pit approximately 2 hours before serving starts.
- o Heat the beans in opened cans in west end of pit.
- o Transfer to trays and send directly to serving areas or maintain heat by placing trays in east end of pit.

Comments:

The procedure seems to run very smoothly. Utensils, this year, were labeled and placed in the Beans Area. This worked fine and no "borrowing" was noted. Recommend that we consider a back-up can opener next year. For several years we have used one heavy duty opener which is shared with the Condiment Committee. Sharing is no problem, but the thought of a potential mechanical or electrical breakdown (single-point failure) is a little harrowing (with all those cans to open!). Also, the opener we had this year was somewhat dull and gave some trouble in making a complete cut around the top of the can.

All members of the committee were able to be present and work this year. That is very helpful and greatly appreciated. In fact, we even had an ex-Beans Committee Chairman and his son pitch in for a while.

Here's to an even bigger and better Shrimporee next year!

Beans Committee

Supplies Required:

| <u>Quantity</u> | <u>Item</u> |
|-----------------|-----------------------------------|
| 250 | #10 cans, Ranch Style Beans |
| 2 | Spoons, Slotted, 18" long |
| 2 | Can Openers, Heavy Duty |
| 8 | Dish Towels |
| 6 | Pot Holders |
| 12 | Serving Pans, 6" Deep x 15" x 18" |
| 6 | Aprons |
| - | Firewood |
| 1 | Work Table |

September 10, 1979

TO: Beans Committee Members, '79 Shrimporee
FROM: Committee Chairman
SUBJECT: Work Schedule and Instructions

Listed below are the work schedules and the responsibilities for each shift:

12:00 - 3:30

- * Bob Wren and Bob Driver
- * Set up heat-facility for beans
- * See that supplies, utensils, etc., are ready
- * Begin heating beans at 1:00 P. M.
- * Start wood fire for keeping beans and other food warm

3:15 - 6:00

- * Steve Falk and Jim Twining *and Ray Hooker*
- * Heat beans as required
- * Maintain fire in warming oven

5:45 - 8:30

- * Richard Thompson and Bob Wren *and Tom & Mat Moser*
- * Heat beans as required
- * Maintain fire in warming oven
- * Clean up utensils and return all items (including pans (12), spoons (2), pot holders (6), and surplus beans) to Bob Mitchell (Logistics Committee).

After the Shrimporee, please call me (483-2626 or 482-4545) the following week to forward any comments or suggestions which should be incorporated in the report.

Thanks,

Bob Wren

TO: Chuck Jacobson, General Chairman, Shrimporee

SUBJECT: 1979 Shrimporee - Cole Slaw Committee Report

FROM: Bob McGlashan, Committee Chairman, Cole Slaw Committee

1. Members

Bob McGlashan, Chairman
Don Callaghan, Advisor
Clay Fulcher
Bill Bennett
Lloyd Mac Dougal

2. Duties

- a. Procurement - Bob McGlashan
- b. Preparation - Bob McGlashan
Don Callaghan
Bill Bennett
Clay Fulcher
Lloyd MacDougal (approximately $\frac{1}{2}$ time)
- c. Transportation - Bill Bennett
Helen Bennett (special assistant)
- d. Serving - Bob McGlashan
Bill Bennett
Clay Fulcher
Robbye Waldron (another special assistant)
Don Callaghan (preparation of more slaw)

3. Planning and procurement

- a. The Brazosport recipe was used once again. It is a safe, simple recipe. The ingredients in the marinade are especially appropriate if the slaw is kept in a non-refrigerated van during the Shrimporee, as was the case this year. It is recommended that we continue to use this recipe.
- b. Two members of the committee are associated with UH/CLC. This is helpful since the University cafeteria kitchen is an excellent place for storage and preparation of the slaw. It is not absolutely necessary that we continue to have committee members who are with the University, but it reduces communications problems. It is recommended we continue to have some University personnel on this committee.
- c. Vegetables for the slaw were purchased by Miss Cleo Pavilus in the University cafeteria and were delivered directly to the cafeteria on the Thursday prior to the Shrimporee. They were stored there prior to preparation on Friday. The vegetables were purchased again in chopped form. This reduces significantly the time spent in preparation and results in much better quality slaw. It is strongly recommended the vegetables be purchased in chopped form again. Whoever is to purchase the vegetables should be given about two weeks notice so that the supplier will be certain to have them in place and ready for preparation the day preceding the Shrimporee.

d. Marinade ingredients were ordered through the Logistics/Transportation Committee about two weeks before the Shrimporee. They were delivered to the University cafeteria by the chairman of that committee, Bob Mitchell, prior to preparation of the slaw.

e. One week prior to the Shrimporee, a memo was written to Mike Harrison, Chief of University Security, requesting access to the loading dock, freight elevator, and cafeteria about noon on Shrimporee day so that the slaw could be transported to the park.

f. No additional plastic barrels were purchased this year, however, they should be checked prior to next year and replaced if necessary. Also, any additional barrels needed should be bought. Plastic liners (heavy-gauge, 36" X 54") were obtained through Mario Grabar at NASA.

4. Preparation

The committee met in the University cafeteria at 3:30 p.m. on the day prior to the Shrimporee. The vegetables were removed from the refrigerator and two committee members mixed them, one batch at a time, in a large vat. The other two committee members present mixed the marinade ingredients, one batch at a time, in a large mixing bowl. The recipes for a batch of slaw and a batch of marinade are attached at the end of this report.

Each of the 13 plastic barrels was lined with a plastic bag and filled with a batch of the mixed vegetables. As each batch of marinade was finished, it was poured over the vegetables in one of the 20 gallon barrels, the plastic liner was tied at the top and the barrel was placed in the refrigerator.

Preparation time including cleanup was about 2½ hours.

5. Transportation

On Shrimporee day, Bob McGlashan, Bill Bennett and Helen Bennett met at the University at 12:30 p.m., loaded the barrels into Bill's van and transported them to the Shrimporee. A large strainer was borrowed from the cafeteria to use in draining the slaw prior to serving. The manager of the cafeteria operated the freight elevator and provided us access to the cafeteria. The slaw remained in Bill's van during the day since no refrigerated truck was available.

6. Serving

About 15 minutes before the serving line opened, the first barrel of slaw was removed from the van using a small hand cart provided by Bill Bennett. The slaw was drained and each tray on the serving line was filled. As each barrel was emptied, it was rinsed, placed in the van, the plastic bag was discarded and another barrel was opened. Two committee members are sufficient at any time to do this. The marinade remaining in each barrel is poured over the slaw in each succeeding barrel as necessary.

The 13 barrels which had been prepared were used by approximately 5 p.m. Since it was obvious the slaw would not last until 7:30, the logistics committee purchased more vegetables. Bill Bennett, Don Callaghan, Clay Fulcher and Bob McGlashan chopped these vegetables and prepared two additional barrels of slaw using the marinade left in the 13th barrel. Prior to 5 p.m. the people in the serving lines had been told several times that the slaw was going fast

and that the portions should be reduced.

7. Comments and Recommendations

- a. The University cafeteria is an ideal place for slaw preparation. The equipment is excellent and cooperation from the manager was outstanding. These facilities should be used again if possible.
- b. Bill Bennett should be appointed chairman for next year. He has had three years experience on the committee and is thoroughly familiar with all operations. The barrels are stored with him until next year.
- c. It is recommended that 18 to 20 barrels of slaw be prepared for the 1980 Shrimporee. This should eliminate the need to prepare additional slaw during the event and allow larger portions to be served if the shrimp and fish go too fast. This should also take care of the larger crowd which may be expected next year. If it is desired to cut down the portions, ice cream scoops could be used instead of the large spoons which were used as last year. Scoops were to have been used this year, but were not provided as requested. The safe approach would be to make 18 to 20 barrels and thus probably avoid running out even with large portions. More barrels will have to be bought if this is done.

1979 Shrimporee - Cole Slaw Recipe

One batch - (serves about 300)

a. Cole Slaw

Mix:

| | |
|-------------------------|------------|
| Cabbage, shredded | 40 pounds |
| Onions, white, chopped | 10 pounds |
| Peppers, green, chopped | 3.3 pounds |

b. Marinade

Mix:

| | |
|---------------|----------------------|
| White vinegar | 1 gallon |
| Water | $\frac{1}{2}$ gallon |
| Sugar | 5 pounds |

Then add:

| | |
|--------------|----------------------|
| Mazola oil | $\frac{1}{2}$ gallon |
| Salt | 5 tablespoons |
| Black pepper | 1 tablespoon |

Mix thoroughly and pour marinade over vegetables. Close plastic bag and place in refrigerator.

1979 Shrimporee - Cole Slaw

Cost

| <u>Description</u> | <u>Amount</u> | <u>Price @ lb.</u> | <u>Cost</u> |
|--------------------|---------------|--------------------|-----------------|
| Cabbage | 520 pounds | \$.75 | \$390.00 |
| Onions | 130 pounds | \$1.17 | \$117.00 |
| Peppers | 40 pounds | \$1.18 | \$ 47.20 |
| Tax | | | <u>\$ 27.71</u> |
| | | TOTAL | \$581.91 |

Report of the Fish Frying Committee, 1979

Chairman: Marvin Matthews

Advisor: Dave Griffith

Members:

Wayne Clark

Ron Neighbors *← recommend for next year's chairman*

Dave Sincox

Bill Tuite

Tom Moser

Kent Tibbetts

Bruce Pendergrass

Sam Calani

Lee Prentiss

Jewel McClure

Billy Smith

Larry Lasater

Mike Katz

Frozen Islandic Cod has been used every year from the beginning, and has been a consistent winner for quality. "Islandic" is a Trade Name, and is the "Cadillac" of frozen fish for frying. It comes packed in 5 and 10 pound packages. Individual boneless fillets are plastic wrapped and formed into the box shape before freezing. The fillet's in the 10 pound box are larger than the fillet's in the 5 pound box, and are a few cents cheaper. However, the larger fillets take longer to thaw, and there is a tendency on the part of "cutters" to cut frying portions too large. If the price differential is not too great, I think the 5 pound package is better. The first year we used the 10 pound box, and every year since, except this year, we used the 5 pound box. This year the 10 pound box was the only one available.

The fish has been purchased each year from Magnolia Seafood, with the explicit understanding that any boxes of unthawed fish could be returned without charge. This is extremely important where we want to hold down costs of a high cost item, but can't predict how many people will show. Magnolia has delivered the fish to Thrifty Supermarket in League City the day before for storage in their cooler. (I do not believe it is a freezer, but being frozen to start with, and stacked together, it stays frozen.) In some past years we have had the use of a freezer truck on site to hold the fish until needed. This was convenient and desirable. In the absence of the freezer

truck this year, there were two deliveries. The first delivery, arranged by Bob Mitchell was on time and A-OK. However, as people get involved in other events, the second delivery was delayed. This had an impact on the final delivery of fried fish. (It is acknowledged that an earlier decision on when to bring the additional fish would have helped; but it is difficult, at best, to predict. The point is -- it is better to have the back-up on site, but not mandatory.)

The 5 pound box fillets require about 2 hours to thaw before cutting. The 10 pound boxes require about 3 hours. The first step is to unbox and separate the plastic-wrapped fillets, and allow to thaw. Some of the boxes are used to start the warming (and smoking) fire, but the rest of the boxes and the plastic wraps must go into garbage. We have been short on garbage cans.

After the fish is sufficiently thawed, a cutting crew cuts the fillets into the proper size. This is important. If the size is too large, or not uniform, the fish will be uncooked and over-done at the same time. As discussed later, this is even more critical when cutting frozen fish for frying. The cut-up fish is transferred to a "hotel" pan, ready for breading. In the first year we used an egg and milk soak followed by a mixture of flour, corn meal, salt and pepper. The second year Al Jowid and I experimented before-hand. (He was the fish fry chairman that year.) We used various combinations of herbs, spices, batter, and dry coating mixtures. The conclusion was that a simple mix of half and half corn meal and flour, with salt and pepper was best for mass production. There were advantages to having herbs and spices, but individual

tastes vary. The egg and milk step did seem to provide a better product, but not enough so to warrant the extra step when frying 1500 - 2000 pounds of fish.

An important concern in preparing hot food for a large group, over a period of time, is to avoid spoilage, and to present a desirable product. If food is kept cold, or hot, spoilage is sufficiently delayed. Lessons from the Rotary Club of Brazosport helped avoid this potential problem, with shrimp as well as fish. For fish, the solution is to put fried fish into "hotel" pans and "hold" in a smoke pit. This has the advantage of keeping the fish above the spoiling temperature, and it also adds the beneficial smoke flavor. (This is a prime example of not altering a proven formula unless and until you know for sure what you are doing.) Islandic Cod can be kept for up to 3 hours on the smoke pit. Beyond that there is some deterioration of quality -- i.e. dryness and toughness. Even with 6 commercial fryers, it is necessary to fry up 3 hours in advance in order to keep up with the crowd once they start in the serving line.

One of the tough problems is to know when to start thawing the next round of fish. Experience to date shows that we have waited too long, particularly with the larger fillets. The result this year was that fish was needed before it was thawed. Consequently, fillets that were still frozen had to be cut, breaded, and fried. This is feasible in a pinch, but definitely not the preferred way. Partially frozen fillets are really hacked, rather than cut, and the tendency is to make the sizes too large. This is

a compounded no-no since frozen fillets will take longer to cook. If this unfortunate occurrence should happen again (and it has several times past) an important "cure" is to be sure that the cutters (hackers) cut small portions. There is less batter sticking when frozen also. To help this I suggest that frozen cuts go through a water bath to help thaw, and also help the flour batter to stick. At this point, it should be noted, that the fish is going directly from the fryers to the servers.

In view of the above, I make the following recommendations.

However, these are based on a confidence that we will have at least the same attendance as last year. Bad weather and the like could change the plan.

1. Stack all 2000 pounds of fish in the cook shed by 8:30 AM. Unpack and begin to thaw 1000 pounds. Be ready to fry 3 hours before first serving time. As soon as 500 pounds have been cooked, start thawing the next 500 pounds, and so on.

2. Do not allow less than a 500 pound inventory on the smoke pit to occur before starting up with more frying.

3. Double the number of "hotel" pans requested. Check with the bean committee on using some space on their pit (on a non interfering basis) for holding more fish.

4. Increase to 300 pounds the breaded fillets which can be cooked frozen. This is a good back-up when pushed, but to my mind not as good as the other.

The planned work force should have been adequate if everyone stayed on schedule. However, some people drifted away during slack time, and didn't come back. Other Rotarians worked much longer than their "shift". Some worked all day. This was particularly bad towards the end when we were caught working with frozen fillets and the serving committee was screaming for "MORE FISH!" At this point small children and old women, as well as some other borrowed help filled in. Perhaps a sign-in sign-out procedure could be tried. If properly explained this might help in conveying the urgency of the requirement that all shifts must be man^aed (peopled).

I would like to point out that sons of several Rotarians did an excellent job on the fish frying committee. It was also good for fellowship. Their services are greatly appreciated.

The fryers were stored on Jim Wyatt's truck over night and cleaned at the hospital Sunday morning, using their steam hose and degreaser. Towels, a wire brush, and a bucket are needed for this. A special cleaning crew needs to be organized in advance for this, about 5 will do. The fryers are then taken to storage. Before further use, the fryers need to be checked for serviceability (something is wrong with at least one, and maybe two of them), and a final cleaning to remove the oily film left on for storage.

Attached are the following:

1. Formula for Fish Frying
2. Fish Frying Equipment and Supplies, 1979
3. Work Schedule

Formula for Fish Frying

All six fryers should be checked in advance for serviceability and cleanliness.

All six should be on line ready for use.

Breading mix formula:

25 lbs corn meal

25 lbs flour

1.5 lbs salt (about)

black pepper until mix is light grey

taste for correctness of salt and pepper

mix the above in large clean garbage can with paddle

As fish is breaded it is placed on large trays and stored on racks until ready for frying. Fry at 375°F until golden brown. Don't over cook. Be particularly

careful, though, when frying frozen fillets that they are not too large, or the inside will not be cooked. Oil will have to be changed once on each cooker

which is in constant use, so it might as well be changed when half the fish are cooked, if that is convenient. Otherwise, change when the oil turns dark, a

sign that it is breaking down, or when it begins to smoke. As fish are fried

place in deep hotel ^{pans} and store in wood burning warmers until ready for service.

Be sure to rotate so that first fish cooked is first fish served. Three hours is about maximum storage time, otherwise the fish will get dry and tough. Also avoid placing fish directly over fire as this is too hot.

Fish Frying Equipment and Supplies, 1979

| | |
|-------------------------------------|---|
| 6 electric deep fryers | 5 lbs black pepper |
| 2 large racks with trays | 15 lbs salt |
| 12 6" deep hotel pans | 2000 lbs. Icelandic Cod (150 lb prebreaded) |
| 13 4" deep hotel pans | fire wood |
| 6 sharp knives | kindling for fire wood |
| 6 cutting boards | 2 4" strainers (skimmers) with long handle |
| 1 knife sharpener | 1 10" funnel |
| 3 electric fans | 1 dipper (for hot oil, large) |
| 3 extention cords | 1 large strainer (for fish batter) |
| 1 clean garbage can (plastic) | 1 large sack cat litter |
| 2 mixing paddles | |
| 6 dozen towels | |
| 12 aprons | |
| 4 pair cotton gloves | |
| 4 rolls paper towels | |
| 1 roll butcher paper | |
| 1 staple gun | |
| 1 pair long tongs | |
| 12 5-gallon cans corn or peanut oil | |
| 200 lbs corn meal | |
| 200 lbs flour | |

FISH FRYING COMMITTEE WORK SCHEDULE 9-15-79

7 - 9 AM

Marvin Matthews
Mark Matthews
Steve Matthews

9 - 12 AM

Marvin Matthews
Mark Matthews
Steve Matthews
Dave. Sincos
Bill Tuite
Wayne Clark
Tom Moser

12 - 2 PM

Marvin Matthews
Bill Tuite
Wayne Clark
Ron Neighbors
Kent Tibbetts
Bruce Pendergrass
Sam Calani
Tom Moser

2 - 4 PM

Marvin Matthews
Dave Griffith
Ron Neighbors
Kent Tibbetts
Bruce Pendergrass
Lee Prentiss
Jewel McClure
Sam Calani
Mike Katz
Tom Moser

4 - 6 PM

Dave Griffith
Ron Neighbors
Kent Tibbetts
Bruce Pendergrass
Lee Prentiss
Jewel McClure
Sam Calani
Mike Katz
Billy Smith

6 - 8 PM

Dave Griffith
Billy Smith
Mike Katz
Jewel McClure
Larry Lasater
Lee Prentiss
Mike Katz

8 - 10 PM

Marvin Matthews
Billy Smith
Larry Sasater
(everyone who is able, check in)

SHRIMPOREE 1979 - DESSERT COMMITTEE REPORT

Chairwoman - Mary Lou Fitch

Chuck called several meetings to discuss the Shrimporee and I was invited to attend. I found this to be very helpful in planning my schedule. Many suggestions were made and questions answered that were beneficial to me at these meetings that helped me with my planning. I urge each Dessert Chairwoman to plan to attend any meetings called if possible.

My list for supplies was handled by the Condiment Committee as follows:

- 500 - 5" Plastic Plates
- 5 - Boxes of baggies (150 each)
- 1 - Roll shelving paper
- 500 - Plastic forks
- 5 - Packs Handi-Wipes
- 1 - Roll disposable plastic gloves
- 6 - Carpenter or equivalent aprons (for change)
- Plywood boards to cover soft drink cooler

Four weeks before the Shrimporee, I gave Gene Linquist a flyer to include in the Blastoff asking wives to contribute a dessert and work either in the Dessert or Food Service Booths (see attachment #1). The bottom portion was to be mailed to me or given to Maury at Rotary.

The wives of the Committee Chairman were then called and asked if they could telephone a list for me confirming the dessert, times they could work and also telling them how to prepare the dessert for the Booth. I used the list of members given to me by Chuck and broke it down so that each person only had around 10 names to call. I mailed my callers with (attachment #2).

The following schedule seemed to work very well:

- 11:30 - 12:30 4 people helped cover the counter and because of the wind we had to tie down the tablecloths (furnished by Bill Tuite) on the counter. A sign-in sheet was placed on the counter to register desserts as well as Name Tags for each to wear when they came to help.
- 12:30 - 1:30 Several AFS students helped me cut the cakes and pies, place on serving plates and cover. We also bagged the brownies, cookies, cupcakes, and candy that wasn't already bagged. We put 1 Brownie, 4 or 5 cookies, one cupcake in a bag and sold them for 25¢ each.
- 1:30 to 7:30 We found we needed 8 people to serve on each shift (1 hour). 6 people to serve and 2 people to refill serving counter. At times all 8 were waiting on the counter and anyone else I could find.

Without all the help of our Rotary wives, the AFS students, and for the first time Senior Girl Scouts, we could not have had such a successful Dessert Booth. Thanks to each of them. They were much appreciated.

DESSERT COMMITTEE REPORT
Shrimporee 1979
Page two

Statistics

I found it was most difficult to get an accurate count on desserts brought in. I know several didn't register when they brought the desserts and some were just left on the counter. This is about the best I could do.

98 wives promised desserts

119 desserts were registered on sheet. (some brought 2 desserts)

We probably had more dessert than were registered.

29 people brought 1 cake each
32 people brought 4 dozen Brownies each
25 people brought 4 dozen Cup Cakes each
20 people brought 4 dozen Cookies each
10 people brought 1 Pie each
3 people brought candy

\$450.72 was taken in.

RECOMMENDATIONS

1. Allow a full Booth for the Desserts. It was very crowded this year inside as well as around the Booth. We walked in water most of the time.
2. Continue to have wives put cup cakes, brownies, cookies and candy in baggies as this was a big help. Best to leave cakes and pies whole so they can be sold if necessary. If you do sell whole be sure you get at least as much as when sold by the slice.
3. Ask Bill Tuite for tablecloths again to cover counters.
4. The "Money Aprons" were just perfect but we could use several more as 6 were not enough.
5. Children still love the ice cream cone cakes and we could use more. Also, we needed more candy especially fudge. Request were made for Carrot cakes and coconut pies and cakes.
6. Ask for Plastic wrap and at least one roll of Foil for people who buy several items such as a dozen of something.
7. Still insist on disposable containers for bringing dessert to booth. This year we didn't have to worry about getting containers back to owners.
8. Have more change available. It was most difficult trying to find change.
9. Don't forget to bring knives for cutting cakes and pies and container to keep them when not in use.

DESSERT COMMITTEE REPORT
Shrimporee 1979
Page three

RECOMMENDATIONS (continued)

10. We charged 50¢ for pie and 25¢ for other Desserts but we felt we could have charged more. You should consider the price you charge very carefully.
11. Appoint an assistant chairman to relieve the chairman as you did this year and I don't know how I could have survived without Jane.
12. Be sure to get more change than bills when you get your start-up money.

COMMENTS

I would review the flyer I sent out in the Blastoff very carefully. I don't think the slip to be returned works out as well as the phone call made by the Callers. Seems people are too busy to get them back, the wives don't always see the Blastoff, they lose the flyer or our Rotaries don't get them to the meeting to be picked up.

Wives of committee Chairman were very willing to call for dessert and get helpers. I would ask them to mail or bring list to the Dessert Chairman instead of calling.

I don't dare try to list all the help as I'm sure I would miss someone. All I can say is THANKS A MILLION.

I would suggest the Dessert Chairman be at the booth no later than 10:30 to accept the desserts as some of the Rotaries bring them when they come and don't what to do with them.

Thanks for letting me be part of SHRIMPOREE 1979.

SHRIMPOREE & BENEFIT AUCTION



Each Rotarian has been assigned to, and will be an active member of, a special committee on the day of the Shrimporee - Saturday, September 15th.

Each Rotarian also has been asked to contact several places of business in order to receive donations for auction items.

The above, together with selling tickets to the shrimporee and responsibilities in their professional field, places an added work load upon each Rotarian.

We, the ladies of these Rotarians, have been asked to add a little to our work load by taking care of the Dessert Booth on the day of the Shrimporee.

I understand some 4,000 people are expected to be served this year; therefore, we'll each need to contribute four dozen of "something" (cookies, brownies, ice cream cupcakes, cupcakes, pies, cakes, candy, etc.) in order to have enough dessert for everyone.

In addition to your contribution to the dessert booth, will you please volunteer to do one of the following:

- work one hour in the dessert booth

or

- work one hour on the food service line

Each one of you will be contacted. I welcome all suggestions - - give me a call at home (333-4467) after 6:00 pm or at work (334-5508).

Please cut along line and mail to:

Mary Lou Fitch
4119 Bayou Grove Drive
Seabrook, Texas 77586

1. My contribution to the Dessert Booth will be: _____

2. I will work: _____ in the Dessert Booth for one hour.
(I prefer working from _____ until _____.)

_____ in the Food Service Line for one hour.
(I prefer working from _____ until _____.)

Name: _____ Telephone Number: _____

Thank you for agreeing to make some calls for me. I really do appreciate your help.

When you call, please ask what they would like to contribute to the dessert booth, (4 dozen cupcakes, ice cream cone cakes, brownies, cookies, candy or a pie or cake. If they don't wish to contribute, they might like to give some extra time serving in either the dessert booth or food service line on the day of the Shrimporee, on Saturday, September 15, 1979.

If possible, we'd appreciate you putting cupcakes, cookies etc. in serving size portions in Baggies or wrap in plastic wrap. We will sell most desserts for 25¢. Leave cakes or pies whole and we will cut them. Please bring desserts in throw away containers. Some from last year still aren't claimed. This will save our husbands from picking it up, if we forget it. Have Desserts at booth between 12:30 and 1:00 pm. If not possible, we'll try to work out arrangements.

Please call me by Sunday, September 8th with your response.

Thanks again,

Mary Lou Fitch
333-4467 at home
334-5508 at work

[illegible]

COMMENTS:

DESSERT BOOTH
WORK SCHEDULE

NAME

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PRINTING OFFICE SUPPLIES

NGPA



October 2, 1979

Mrs. William Lee Allen
15615 LaCasa Lane
Houston, Texas 77062

Dear Mrs. Allen and Senior Scouts:

I want to thank you for all the help you gave us during the Shrimporee. I do not think we could have managed so well if you had not been there to give your assistance. Space Center Rotary is very grateful to each of you.

Thanks again,

Mary Lou Fitch

Mary Lou Fitch
Chairman of Dessert Booth



PRINTING OFFICE SUPPLIES

nopa



October 2, 1979

Mr. and Mrs. William J. Duchie
18327 Blanchmont
Houston, Texas 77058

Dear Mr. and Mrs. Duchie:

May I take this opportunity to thank you and the "AFS" students for your help at the Shrimporee. I don't think we could have managed so well without your assistance. Hope you don't mind, but I fell in love with your young people. Please tell them we are so grateful to each of them.

Thanks again,

Mary Lou Fitch

Mary Lou Fitch
Chairman Dessert Committee

SHRIMPOREE 1979

FINAL
REPORT

CONDIMENT COMMITTEE

MEMO TO: Chuck Jacobson, Chairman, 1979 SHRIMPOREE

FROM: Condiment Committee

SUBJECT: Final Report

Our basic operations in handling supplies and serving the condiments were similar to that of previous years. Our committee was composed of the following Rotarians; assignments and duties are detailed in Encl.1:

Bev Steadman, Chairman

Bob Chouke

Sid Bourg

Bert Benson

Again we asked one of the Rotary Anns to serve as Chairwoman to organize and schedule servers on the line. Marie Garland and her helpers did a superb job (Encl.2). I suggest we rely upon a Rotary wife to again head such a committee for 1980. However, if a position of Chairman Volunteers for next year is established, the condiment serving Chairwoman should be given help in programming people into their work schedule. We had too few servers working too long a shift because some of the volunteers didn't show.

The instructions and game plan for the serving line functions and roles indicated in the guidelines laid-out in Encls.1 & 3 work well. I suggest they be followed.

We operated within or close to our allocated budget; supplies and materials requested are indicated in Encl.4. This budget included items needed by the Dessert Committee (Mary Lou Fitch). Supplies etc. for 1980 for the Dessert Committee's needs can be handled separately or again through the Condiment Committee order. Bob Mitchell handled all our initial requirements top rate. As you know, we ran out of everything, thereby imposing an impossible situation for Bob in trying to belatedly buy extras. The solution, of course, is to lay-on adequate quantities at the outset inasmuch as all of the supplies (napkins, fork, etc.) we need can be stored if left over or returned for credit in the case of leftover catsup, chilisauce, tabasco, worcestershire sauce, lemon concentrate. The only exception would be the horse-radish which is perishable. I understand this issue will be addressed in general for 1980.

One doesn't really know how well a "rain plan" will work until it is tried. Encl.5 is a copy of the one submitted and represents a base-line in planning for next year as an element of general rain plan.

Since our site location is key to smooth services to the "hordes" I suggest the area (Encl.6) used this year be reserved for 1980. The storage of expendables to the maximum degree possible at the serving tables works well and should be used as a guide for next year.

A comment of caution: Commitment by the Rotarians on this committee to the timing and work schedules has to be on a 100% basis. Early in planning, the Condiment Committee Chairman must be assured by each man of full commitment. Without it--big troubles!! The same rationale applies to the serving ladies' support.

Several improvements recommended for next year follow:

- a. Serving tables. Greater separation from one another (see Encl.6) by a minimum of 6 feet. We had them too close together this year in the interest of trying to have both fully shaded under the trees.
- b. Towelettes. Eliminate completely. They are too expensive, unnecessary, and paper napkins are plentiful and a lot cheaper.
- c. Use of 2 oz paper cups to serve the red-sauce. Plan to have the serving ladies either fill a paper cup with the "gunk" or ladle it directly onto the plate--all at the discretion of "eaters choice." Cost is less than 1/2¢ per unit.
- d. Red sauce to the serving tables. In the past years we have been lugging the big 6 gallon buckets out to the tables and filling the serving buckets on the spot by pouring the sauce directly into them. This is cumbersome, stops service completely for a short time and is somewhat messy.

Recommendation: Buy more serving buckets (4 to 5) and shuttle filled serving buckets from the food processing building to the tables. Full serving buckets can be stored as reserves on the ground at each serving position. When the serving bucket being used is emptied, the roving Rotarian brings the empty to the food building for clean-up, refill and return to the tables.

- e. Red-sauce. Could be hotter based on a consensus of survey. Encl.7 is our mixing formula and all that needs to be done is add one more two oz. bottle of tabasco to the normal batch. Recommendation Use 3 two-oz. bottles of tabasco.

- f. Rain Plan. Ours for 1979 is a good base for starters and should be used with modification to conform to the 1980 general plan.

- g. Selling red-sauce. Should be a money maker as a pint of sauce (16 ozs.) cost us approx. 40¢ to make; selling at a \$2.00 per pint is a good price and a good return. We were supposed to have signs this year offering red-sauce for sale but they didn't show. (Encl.8). Under the circumstances, this was a blessing; there were several requests to buy but we didn't have the merchandise to sell; however, the general planning should consider having red-sauce to sell.

But

8/24/76

MEMO TO: Bob Chouke
Sid Bourg
Bert Benson

SUBJECT: Shrimporee--Condiment Committee Schedule

As you know, hours for serving food etc. at the Shrimporee has been set for 2:30 PM to 7:30 PM. However, everyone is to be ready to go by 2:00 PM. To meet the 2:00 gun, the following schedules and individuals assignments are indicated:

| | |
|------------------|--------------|
| 9:30 to 8:00 PM | Bev Steadman |
| 10:30 to 1:30 PM | Bob Chouke |
| 1:30 to 5:00 PM | Sid Bourg |
| 5:00 to 7:30 PM | Bert Benson |

Bob and I will spend the times indicated in getting the two condiment tables set up (see attachment) and setting up shop in the main building. To the maximum degree possible, extra supplies will be stored under the tables. Reserve supplies will be kept in the main building.

Sid and Bert will be responsible to maintain supplies on the tables at all times, replenish stocks as required, keep the red sauce and catsup etc. coming to the serving ladies, and helping me as required in the food building to prepare the red sauce. There are always a few unexpected situations that will arise but we will take these on as they come.

To prepare for the anticipated 6000 servings of food means we will be mixing approximately 118 gals of red sauce. All of this has to be mixed in the main building and transported to the serving tables. The pace can get hectic but with two of us there at all times, the situations are manageable. Please try to arrive a few minutes in advance of your schedules, Sid and Bert, in order that we can have a few minutes for transition of activity and understanding of chores.

Dick Brown and the Rain Committee are finalizing plans in the event of the "unspeakable". Without going into details, we will either have cancelled or (a) cover tables with vinyl if rain is brief and sweat it out/or (b) move to the pavillion for continued serving when and if that decision is made. In the event of the latter, our job will require protecting all supplies from rain, plus moving these

supplies and one table with its surface contents to a pre selected position in the pavillion. More on the rain plan will come later from Dick.

Obviously alot of work is ahead of us and the commitment of our time to these schedules is the key to success.

CHARGE!!!!

Bw

Bev Steadman

cc:

Chuck Jacobson
Dick Brown

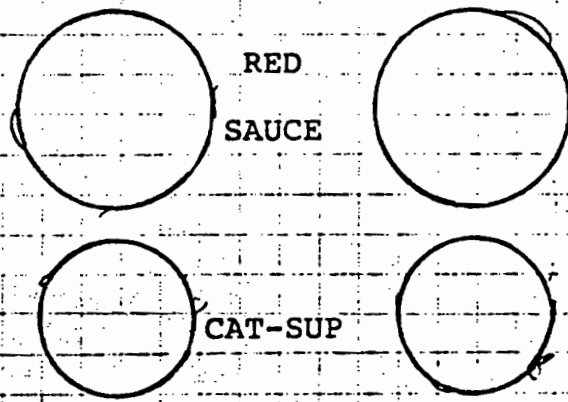
Encl:

CONDIMENT TABLES

TWO--IN PARALLEL
 TWO SERVERS PER SHIFT
 RED SAUCE--PREPARED IN
 FOOD BUILDING
 EXTRA SUPPLIES STORED
 UNDER CONDIMENT
 TABLES, RESERVES
 IN FOOD BUILDING
 HELP YOURSELF SERVICE
 EXCEPT FOR RED SAUCE
 RED SAUCE SERVERS--
 SCOOPS HOLD TWO OZS.
 TRY TO HOLD TO ONE
 SCOOP, GIVE EXTRA
 IF ASKED.
 CAT-SUP FOR CHILDREN
 AND THOSE WHO DO
 NOT WANT RED SAUCE
 16 OZ CONTAINERS RED
 SAUCE FOR SALE AT
 DESSEET SKED
 FLOATER AND OUTSIDE
 ROTARIAN WILL MONITOR
 SUPPLIES AND KEEP
 REPLACEMENTS COMING

SERVER
 POSITION

SERVER
 POSITION



TOWELLETTS

| | |
|----------------|----------------|
| SALT PEPPER | SALT PEPPER |
|----------------|----------------|

| | | |
|-------|-------|-------|
| BREAD | BREAD | BREAD |
| BREAD | BREAD | BREAD |
| BREAD | BREAD | BREAD |
| BREAD | BREAD | BREAD |

| | |
|-------|-------|
| FORKS | FORKS |
| FORKS | FORKS |

| | | |
|---------|---------|---------|
| NAPKINS | NAPKINS | NAPKINS |
| NAPKINS | NAPKINS | NAPKINS |

TRAFFIC FLOW

TRAFFIC FLOW

Encl/ attachment

R O T A R Y S H R I M P O R E E

Condiment Committee-- Bev Steadman, Chrm.

Condiment Servers--Marie Garland, Chrw.

Food Serving Schedules 2:30 to 7:30

All food/condiment workers ready to
go by 2:00

SERVING SCHEDULE

2 TABLES--2:00 to 6:00 (4 SERVERS)

2 TABLE---6:00 to 7:30 (2 SERVERS)

SHIFT SCHEDULES

2:00 - 3:30

3:30 - 5:00

5:00 - 6:30

6:30 - 7:30

WEAR WASHABLES -- APRONS WILL BE PROVIDED

SEE ATTACHMENT FOR TABLE LAYOUT AND INSTRUCTIONS

ed 2

A letters 14 plus envelopes.

List of Ladies who served the condiments

Jane Neely
1414 Saxony Lane
Houston, Tex. 77058

Marilyn Burt
2053 Swan Court
Houston, Tex. 77058

Henriette Chooke
16403 Shady Elms
Houston, Tex. 77059

Helen Brinkman
514 Cedar Lane
Seabrook, Tex. 77586

Pat Grabar
419 Terrace Drive
Seabrook, Tex. 77586

Naomi Garcia
1034 Villa Court
Seabrook, Tex. 77586

Faye Ligrani
406 Hickory Ridge Drive
Seabrook, Tex. 77586

Jamie Smith
15619 Wondering Trail
Friendswood, Tex. 77546

Mary Ann Olsen
915 Timber Cove Drive
Seabrook, Tex. 77586

Betty Steadman
375 Tynbridge Lane
Houston, Tex. 77024

Marie Chandler
18607 Caletown Drive
Houston, Tex. 77058

Rose Mary Ream
4127 Shady Springs Drive
Seabrook, Tex. 77586

Dee Cryar
P.O. Box 1
Flynn, Tex. 77855

Marilyn Cavalier
3701 Nasa Blvd. El Lago
Seabrook, Tex. 77586

Not Rotary member

Not Rotary Member

Not Rotary Member

CONDIMENT TABLES

TWO--IN PARALLEL

TWO SERVERS PER SHIFT
RED SAUCE--PREPARED IN
FOOD BUILDING
EXTRA SUPPLIES STORED
UNDER CONDIMENT
TABLES, RESERVES
IN FOOD BUILDING
HELP YOURSELF SERVICE
EXCEPT FOR RED SAUCE
RED SAUCE SERVERS--
SCOOPS HOLD TWO OZS.
TRY TO HOLD TO ONE
SCOOP, GIVE EXTRA
IF ASKED.

CAT-SUP FOR CHILDREN
AND THOSE WHO DO
NOT WANT RED SAUCE
16 OZ CONTAINERS RED
SAUCE FOR SALE AT
DESSERT SEED
FLOATER AND OUTSIDE
ROTARIAN WILL MONITOR
SUPPLIES AND KEEP
REPLACEMENTS COMING

SERVER

POSITION

SERVER

POSITION

RED
SAUCE

CAT-SUP

TOWELLETTES

SALT
PEPPER

SALT
PEPPER

BREAD

BREAD

BREAD

BREAD

BREAD

BREAD

BREAD

BREAD

BREAD

BREAD

BREAD

BREAD

FORKS

FORKS

FORKS

FORKS

NAPKINS

NAPKINS

NAPKINS

NAPKINS

NAPKINS

NAPKINS

TRAFFIC FLOW

TRAFFIC FLOW

1979 SHRIMPOREE REQUIREMENTS

COMMITTEE

CONDIMENT

REQUESTOR

STEADMAN

ITEMS REQUIRED

| <u>QUANTITY</u> | <u>DESCRIPTION</u> | <u>STATUS</u> ### |
|-----------------------------|--|-------------------|
| <u>RED-SAUCE</u> | | |
| 13 cases | -- Catsup, #10 gal. cans, 6/case: need 84 gals total | 0 |
| 3 cases | -- Chili-sauce, #10 gal. cans, 6/case: 18 gal total | 0 |
| 3 cases or 9 gal jars | -- Horse-radish fresh ground; last year came in gt. jars, 3 gals/case. Either way ok but need 18 gals equivalent | 0 |
| 4 gals | -- Worcestire Sauce. Believe gal jugs the cheapest | 0 |
| 3 gals | -- Lemon juice concentrate. Gal jugs or qts ok but suggest the cheapest | |
| 2 Boxes | -- Tobasco, 2 oz bottle, 24/box Need a total of 48 of the 2 oz bottles | 1 |
| <u>OTHER</u> | | |
| 14000 | -- Large dinner or barbecue napkins | 0 |
| 5000 | | |
| 8000 | -- Forks, plastic, large | 1700 |
| 6000 | -- Salt & pepper packets each | 8 900. |
| 3000 | -- Towelettes | 1700 |
| 500 | -- 16 oz Plastic containers with tops | 500 |
| 125 | -- Loaves of bread, sandwich, 28 1/2 slices/loaf | 0 |
| <u>MISCELLANEOUS+</u> | | |
| 2 | -- Rolls, heavy vinyl, 4 mil 10' x 25'. Primary use inevent of rain plan (cont) | 0 |

1 -- Heavy duty
SEND TO: R.W MITCHELL OR PHONE IN
18247 NASSAU BAY HOME - 333-2881
HOUSTON, TEXAS OFFICE - 488-5660
77058 X212

End 4

1979 SHRIMPOREE REQUIREMENTS

COMMITTEE CONDIMENT

REQUESTOR STEADMAN

ITEMS REQUIRED

| <u>QUANTITY</u> | | <u>DESCRIPTION</u> | <u>STATUS</u> |
|---------------------------|----|---|---------------|
| <u>MISCELLANEOUS CONT</u> | | | |
| 1 | -- | Can opener, electric, heavy duty, large. For exclusive use of bean and condiment committee teams | 0 |
| 20 | -- | Aprons for serving lady use at condiment tables | 0 |
| 1 | -- | Masking tape, 2", use of to tape down serving table covers | 0 |
| 4 | -- | Re-useable ^{Hand} Wipes, 8/package | 0 |
| 5 | -- | Large plastic buckets, 6 gal or so capacity that we have had in past. Need to be clean enuf for preparation of red-sauce. | 0 |

#--Items reportedly in storage

OK

SEND TO: R.W MITCHELL OR PHONE IN

18247 NASSAU BLVD

HOUSTON, TEXAS

77058

HOME - 333-2881

OFFICE - 988-5660

X212

7/16/79

MEMO TO: Dick Brown
FROM: Condiment Committee
SUBJECT: Preliminary Plans--Shrimporee RAIN PLANS

REFERENCE CATEGORIES OF RAIN

- A- BRIEF SHOWER
- B- UNEXPECTED DAY-LONG RAIN
- C- DEFINITE RAIN, POSTPONEMENT

GENERAL

Two condiment tables will be located west of the food preparation building and just south of the main serving (food) windows. To the maximum degree possible, supplies for these two tables will be stored under each of the tables. These stores plus items in place on the tables and the moving of the tables to a new location are the issues involved.

Preliminary plans by this Committee for the contingencies arising from the referenced categories of chaos are indicated.

PLAN I-REFERENCE A

- 0 Use heavy vinyl under each serving table as ground cover to protect rain sensitive consumables.
- 0 Cover each table with suitable protection (heavy vinyl sheeting) until shower abates
- 0 Hold processing of red sauce for interim
- 0 Committee will arrange for ground and top cover

PLAN II-REFERENCE B

- 0 Protect rain sensitive items as in Plan I
- 0 Remove all items placed under both tables to food processing building
- 0 Transport only one condiment table to pavilion and to a location TBD in conjunction with site and food serving committee. Plan for second table to be resolved.
- 0 Transfer all condiment items to be served to pavilion
- 0 Dismantle second table and transfer all serving items/ ingredients to pavilion or to food processing building

End 5'

- 0 Continue red sauce processing and movement to pavilion as required based on demand.
- 0 As time permits, move other consumables to pavilion
- 0 Manpower to be provided basically by committee (Rotarians and Rotary Anns / serving ladies). Extra manpower that may be required to be solicited on the spot

PLAN III-REFERENCE C

- 0 Upon notification from General Chairman of decision to cancel, notify-
 - a. Other committee at home numbers.
 - b. Co-Chairman/coordinator of serving ladies at home number.
- 0 Coordinate with the Logistics Committee concerning the storage of non-perishables and the storage/disposal/return of perishable items (horse radish only) pending establishment of a new Shrimporee date.

PLAN IV

I understand there is a possibility wherein all or most activities may be held in or under a large tent. In this event, our alternate
X plan remains TBD in conjunction with the over all general plan.


B. E. Steadman

Tel. 465-2047

cc:

Bert Benson 333-4383
Bob Chuoke 488-7316
Marie Garland 334-3152
Bob Mitchell 333-2881
Gary Syfert 554-7255

8/8/79

MEMO TO: Site Preparation Committee
ATTN Al Naumann

SUBJECT: Site Preparation Requirements for the
Condiment Committee

FROM: Bev Steadman

Al--

The best location for the condiment serving tables (fair weather situation) is just west of the food preparation building and just south of the main serving windows. (see encl one) The general committee agreed to our request to reserve this space for our serving tables,

Currently there are a number of the portable table/bench units in the immediate area indicated by encl's 1 and 2. We are asking (1) that the area requested be reserved exclusively for condiment committee use and (2) the area be cleared of park bench/tables combinations prior to Shrimporee Day.

The condiment committee will need the use of three of the folding tables currently stored in the pavilion. These tables should be in place by 10 AM as indicated by "A" and "B" of encl 2 as follows--

A--two tables in parallel, north and south

B--one table where shown

With regard to site planning in event of rain etc, we suggest conclusion as to location of the condiment tables be held in reserve until the over-all rain plan materializes or has been developed.

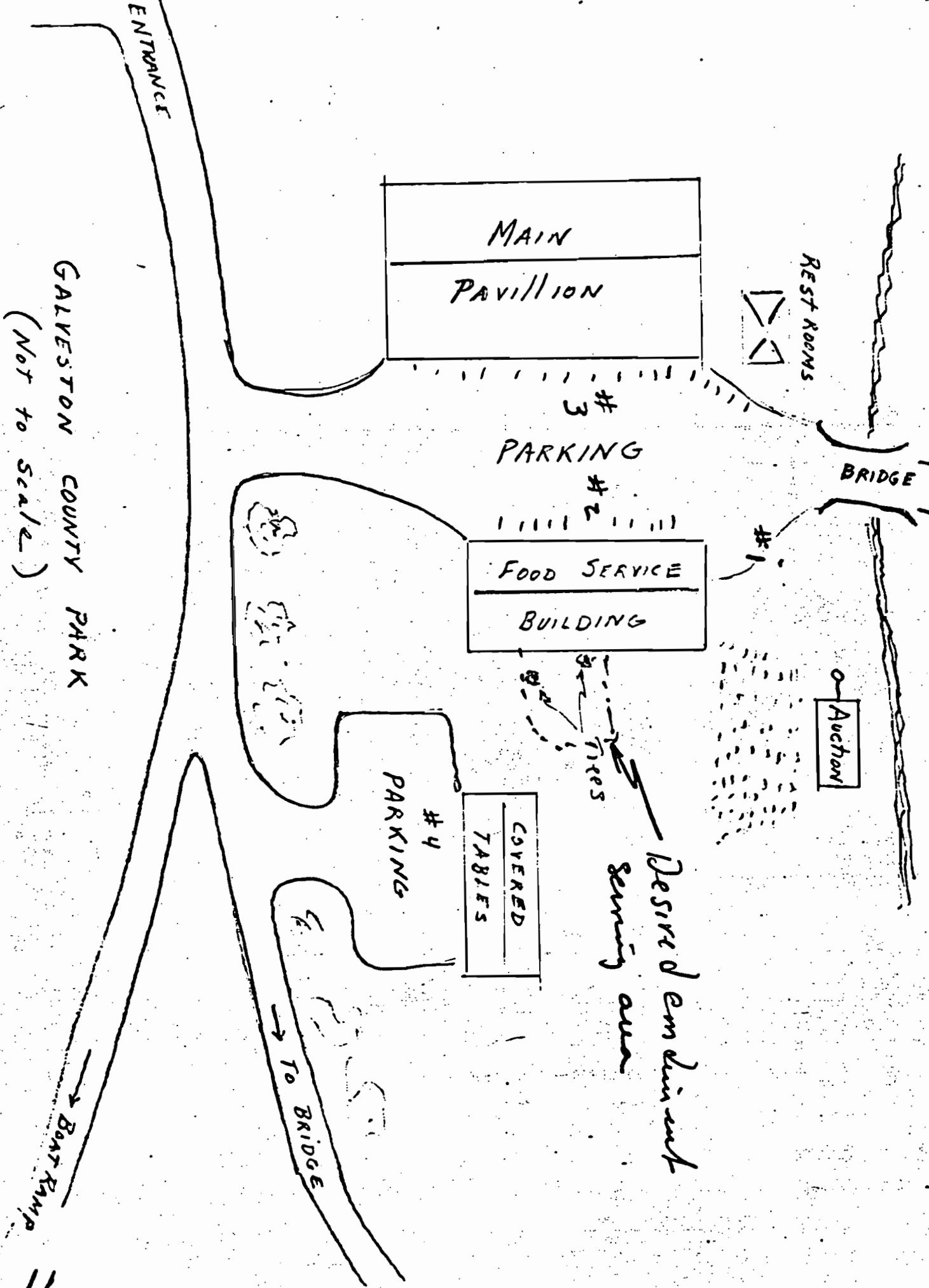
cc: Dave Brown
Chuck Jacobson

BES

Encl 6

Encl 9

IDGE



(A)

← ± 36' →

(Tree)

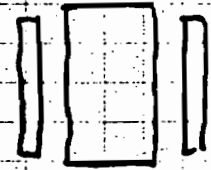
This area to be reserved for condiment tables exclusive. all other portable tables/benches to be moved out. Two tables in parallel approx. 4' apart.

± 25'

Swinging door

12' → (Tree)

(B)



(Concrete Table w/ benches)

Food Serving Bldg

Roll

End 66
Prel 66

RED CONDIMENT PREPARATION INSTRUCTIONS

The BASE UNIT will provide 98 two ounce servings. All proportions are keyed to the one unit base. See chart below for formula's. The following ingredients are available to us:

Catsup - Gals & Qts
Chili-Sauce - Gals & Qts
Horse-Radish - Gals & Pts

In Bottles - Lemon Concentrate
Worcester Sauce
Tobasco

Normal Batch

| UNITS | 1/4 | 1/2 | BASE UNIT 1 | 2 | 3 | 4 |
|-------------------|---------------|-------------|----------------|-------------|-------------|-------------|
| Ingredients | QNTY. OZ'S | QNTY. OZ'S | QNTY. OZ'S | QNTY. OZ'S | QNTY. OZ'S | QNTY. OZ'S |
| Catsup | 1 qt. 32 | 2 qts. 64 | 1 gal. 128 | 2 gal. 256 | 3 gal. 384 | 4 gal. 512 |
| Chili-Sauce | 1/2 pt. 8 | 1 pt. 16 | 1 qt. 32 | 2 qts. 64 | 3 qts. 96 | 4 gal. 128 |
| Horse-Radish | 1/4 pt. 4 | 1/2 pt. 8 | 1 pt. 16 | 2 pts. 32 | 3 pts. 48 | 4 pts. 64 |
| Worcester Sauce | 3/16 c. 1 1/2 | 3/8 c. 3 | 3/4 c. 6 | 1 1/2 c. 12 | 2 1/4 c. 18 | 3 1/2 c. 24 |
| Tobasco | 1/32 c. 1 1/2 | 1/16 c. 1/2 | 1/8 c. 1 | 1/4 c. 2 | 3/16 c. 3 | 1/2 c. 4 |
| Lemon Concentrate | 1/8 c. 1 | 1/4 c. 2 | 1/2 c. 4 | 1 c. 8 | 1 1/2 c. 12 | 2 c. 16 |
| Total Ounces | 46.5 | 93 1/2 | 187 | 376 | 564 | 752 |
| Servings | 23 | 47 | 98 | 188 | 282 | 376 |

Measurements:

4 cups = 32 oz's = 1 qt = 2 pts
2 cups = 16 oz's = 1 pt
1 cup = 8 oz's = 1/2 pt
1/2 cup = 4 oz's = 1/4 pt
1 oz. = 1/8 cup
2 oz. = 1/4 cup
4 oz. = 1/2 cup
8 oz. = 1 cup

Encl 7

Memoranda:

To: Eric Vohtz

Subject: Signs

From: Bev Steadman, Condiment Committee

Eric--

We need two sets of signs for the Shrimporee. Both are keyed to assist in the sale of red sauce for some profit. Two of the signs are to be displayed at the condiment tables; the other two are for display at the dessert shed. The sizes suggested are satisfactory to us but if you have a standard pre-cut size that is comparable, that will just as acceptable.

a. Two 14" by 18"

RED SAUCE FOR SALE
AT
DESSERT SHED

b. Two 8" by 10"

RED SAUCE
FOR
SALE

B
Bev

Encl 8

1979 SHRIMPOREE REPORT

PRE-AUCTION ENTERTAINMENT

Attention: Shrimporee General Chairman/Chuck Jacobson

As you know, the pre-auction entertainment at the 1979 Shrimporee was limited to music played by a Country Western Group (Town & Country Express) who performed for approximately $1\frac{1}{2}$ hours immediately preceeding the start of the auction. The cost to the Space Center Rotary Club was \$100.

In previous years there was always a problem in getting a crowd assembled in front of the auction trailer so that the auction could start. Having the band play prior to the auction seemed to have a great deal to do with solving this problem. A flat-bed truck was located immediately in front of the auction trailer. The band was located on the truck and at the time the auction was to start, the truck was moved from in front of the auction trailer and the auction started. This was done to minimize the time between the end of the music and the beginning of the auction. At that time there was a relatively large crowd gathered and the auction started in full force. I think it worked very well.

Pete

Pete Gist

To: C. A. Jacobson, Chairman - 1979 Rotary Shrimporee

From: T. A. Boone

Date: September 21, 1979

Subject: Cash Contributions for Purchase of Shrimp

The following is a list of contributors and the respective amount for purchase of shrimp for this year's Shrimporee.

Business Sector

| <u>Contributor</u> | <u>Amount</u> |
|-------------------------------------|-----------------|
| Space City Development Co., Inc. | 250.00 |
| Space City -2400 Bay Area Blvd. | 250.00 |
| Elton Porter Insurance Co. | 37.55 |
| David Griffith Insurance | 25.00 |
| GMAC | 25.00 |
| Ford Aerospace | 100.00 |
| Northrop Services | 25.00 |
| The Daily Citizen | 50.00 |
| Cullen Savings | 50.00 |
| Joe Camp, Inc. | 25.00 |
| Brinkman Roofing & Sheetmetal, Inc. | 25.00 |
| Weco, Inc. Electrical Contractor | 100.00 |
| The Gulf Bay Co. | 35.00 |
| Kenneco | 25.00 |
| Shelby Insurance | 25.00 |
| Elder-Kelley | 50.00 |
| Bay Area Lumber Co. | 25.00 |
| Dick W. McKinney | 25.00 |
| J. R. B. Enterprises, Inc. | 25.00 |
| Marie Edmondson Realtor | 25.00 |
| Cosmetique | 20.00 |
| Batthey, Straty, and Pate Realtor | 50.00 |
| Total received to date | <u>1,317.55</u> |

Commitments

| | |
|---|---------------|
| McDonnell-Douglas | \$ 750.00 |
| Malibar Communications | 25.00 |
| FMC Corporation | 25.00 |
| Woodcraft Homes | 25.00 |
| Lakewood Realty | <u>25.00</u> |
| Total commitments not received as of today | <u>850.00</u> |
| Total from business sector | \$2,167.55 |

Professionals

| <u>Contributor</u> | <u>Amount</u> |
|---|---------------|
| James Incalcaterra, M.D. (do not publicize) | 25.00 |
| Stephen Rushing, M.D. | 20.00 |
| Bay Area Obstetric-Gynecology, P.A. | 25.00 |
| Gyn and OB Associates | 40.00 |
| Clear Lake Pathology Lab | 50.00 |
| Horace Robbins, M.D. | 25.00 |
| Douglas Escue, DDS | 10.00 |
| Gerald Connors, DDS | 25.00 |
| M. G. Wheatcroft, M.D. | 20.00 |
| W. H. Weston, DDS | 25.00 |
| Morris McRae | <u>3.00</u> |
| | \$ 268.00 |

Grand total receipts and commitments \$2,435.55

Chuck, I have today contacted Dick Brown to turn over the funds to him, and if any new contributions are received I will note that on my records and forward the funds to him. Further, I am directing a letter to the industrial plants to get in line for a 1980 contribution. I feel we should do the same with the NASA contributors, but there may be someone more appropriate than I. Give that some thought and let me know.

I am delighted to have contributed to your most successful Shrimporee, and look forward to 1980.

November 21, 1979

TO: Chuck Jacobson, 1979 Shrimporee General Chairman

SUBJECT: Food Serving Committee Final Report

The basic plan used this year was essentially the same as the one used successfully since 1976. Key documents, plans, schedules, etc. used by the committee are included as attachments to this report. In addition, the entire Food Service Committee folder, which has been assembled over the past two years and passed on to the succeeding chairman, will be sent to you under separate cover.

Key members of the 1979 Food Serving Committee were as follows:

Maury Fitch, Co-Chairman
Ron Swim, Co-Chairman
Charles Hartman, First Shift Leader
Ralph Schimmel, Second Shift Leader
Fred Joy, Third Shift Leader
Carlos Villagomez, Cleanup Shift Chairman
A. B. Olsen, Advisor

The recruitment and scheduling of both members and volunteers to assist in food serving continues to be the single most difficult task. Many Rotary members refused to serve on the committee, and others agreed to serve but did not show up for their assigned shift. Many members, on the other hand, did an outstanding job and served beyond their normal shift period. The following individuals should be recognized for performing an outstanding service:

Maury Fitch
Charles Whynot
A. B. Olsen
Charles Hartman

The serving committee could not function without the large number of Rotary Anns and non-member volunteers who assisted. The following non-member organizations assisted in food serving:

| | |
|--------------------------------|--|
| Palmer Drug Abuse Program (24) | Bay Area Committee on Drugs and Alcohol (8) |
| Sunshine Club (10) | American Association of Retired Persons (14) |
| Ed White Youth Center (10) | American Field Service (4) |
| Sun Realty (3) | Parrish & Associates (5) |
| Guaranty Federal (1) | Unknown (7) |

Total - 86

Food Serving Committee Final Report

An incomplete list of volunteers is attached showing names, telephone numbers, and affiliation. The size of individual servings and refills continues to be a problem; however, the refill stub was an improvement. According to ticket stub count, we determined that there were 5,591 first servings and 2,730 refill servings. The scheduling and coordination of all the servers needs improvement as well as the early selection and training of team captains and shift leaders.

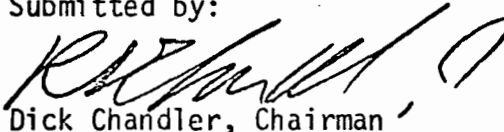
The following recommendations are submitted for consideration in planning the 1980 Shrimporee:

1. Non-Member Volunteer Chairman. The coordination of all volunteers is a significant task which needs to be handled separately from the Food Serving Committee. It is recommended that a volunteer chairman be assigned with responsibility for recruiting volunteers and making appropriate assignments to the various Shrimporee committees who need assistance on the day of the Shrimporee. It is further recommended that a sign-in station be established for all volunteers when they report for duty. This will allow the volunteer chairman to make last minute assignments or changes as may be required. However, where possible, all assignments should be made in advance, preferably through the volunteer organization representative. The volunteer chairman would obtain in advance an estimate of the number that each group plans to furnish for the Shrimporee.
2. Shift Leaders and Team Captains. The shift leaders (4 recommended) need to meet early in the planning stage with the Food Serving Committee chairman and select the 12 team captains (4 per shift) needed to fully staff the serving committee. These team captains must be dependable Rotarians, not just those left over after all the other Shrimporee committee assignments have been made. It is recommended that the shift leaders and team captains meet to discuss serving functions including such items as serving table layout, serving methods, size of serving, ticket count, refill policy, etc. Each team captain must fully understand these responsibilities so that proper instructions can be given to each server. The shift leaders and team captains should report on station at least 30 minutes before shift time so that they can observe the serving process and fully organize their team. If the team is short, then they could request a replacement from the volunteer chairman.

Food Serving Committee Final Report

3. Refills. There continues to be a problem regarding refills relative to the abuse by some ticket holders and control of size of refill portions. Many individuals continue to request a heaping plate of shrimp only. In checking the refill stub, it was observed that a server was only tearing off a small portion of the refill ticket, thus allowing the stub to be used several times instead of just once for a refill. It is recommended that the ticket stub design be reviewed and consideration be given to picking up the refill ticket when it is presented for a refill. This would require that the drawing number be printed in a different location on the ticket or that the drawing be eliminated. It is further recommended that the servers be instructed to give only a normal size portion for refills rather than an entire plateful.
4. Takeout Orders. The Shrimporee Committee needs to develop a policy regarding takeout orders. A serving size needs to be established for takeouts. It was observed that a number of individuals brought their own containers amounting to 3 to 5 pounds to be filled with shrimp or fish on a takeout order.
5. Entry to Cook Shed and Serving Area. There was considerable congestion in the cook shed caused by non-servers roaming through the area including individuals filling containers for takeout. It is recommended that a method be developed to limit entry to the cook shed and serving area.
6. Non-Participating Rotarians. A successful Shrimporee depends upon voluntary participation by all members. Since the Shrimporee is our single fund-raising activity for charitable purposes, it is recommended that a policy be adopted to request a \$25 donation from each member who cannot or will not serve on the assigned Shrimporee committee.

Submitted by:



Dick Chandler, Chairman

Food Serving Committee

RDC/mc

Enclosures

August 30, 1979

TO: Charles Hartman 488-4700 (18) 1:30 - 3:30
Fred Joy 334-4383 (14) 5:30 - 7:30
Ralph Schimmel 333-7236 - 11 Rotarians 3:30 - 5:30
CC: Maury Fitch ✓ 43
Ron Swim
Carlos Villagomez

RE: FOOD SERVING TEAMS

Due to a previous commitment, I will not be at the Shrimporee on September 15. In addition, Marie and I will be on vacation for the next two weeks. Maury Fitch has generously agreed to take over responsibilities as Food Service Chairman, for which I am very grateful. The purpose of this memo is to list several open action items and to make a couple of suggestions regarding the serving teams.

ACTION ITEMS:

1. Selection and Training of Team Captains

It is suggested that each shift leader select a team captain for each of the serving tables. This means that four (4) captains will be needed for each shift. It is further suggested that the team captains be assembled at least a week before the Shrimporee and given instructions relative to serving requirements. This should include a discussion relative to the size of portions and methods of serving as well as the procedure for collecting and counting tickets. It is further suggested that, if possible, an extra individual be assigned to each serving team to function as a relief or to help expedite keeping the serving trays filled. It is important that the individual at the serving window be thoroughly instructed regarding collecting the stub for the serving count and the second stub for the drawing, as well as to remind the patron to keep the remaining portion of the ticket for both the drawing and refill line.

2. Recruitment of Serving Team Members

Depending upon the success in recruiting serving team members, a decision needs to be made regarding the size of each serving team. It appears that a minimum of seven (7) is required but nine (9) or ten (10) could be used if available. The following have volunteered their services and contact needs to be made through Maury Fitch to determine the actual numbers that will be available.

Volunteer Group

PDAP
Sunshine Club
Ed White Youth
BACODA

AARP

AFB

4-MacDoug

Contact

Charles Whynot
Miriam Wham
Bettye Beason
Katrina Packard/
Linda Blalock

Lucille Porter

Bill Dueltic

Telephone

488-3383 (24) - 8/1 shift
486-0849 (10) 1:30 - 2:30
474-2853 (10) 3:30 - 5:30
486-9687 (8) 3:30 to 5:30

488-6186 (14) 5:30-7:30

333-3015 H
241-6202 O

(4) 1:30-2:30

3. Assignment of All Servers to a Specific Team

Once the total number of volunteers is known, then they need to be assigned to the appropriate team and shift. This should be coordinated by Maury Fitch with the three shift leaders.

In addition to the above, I would like to recommend the following:

- A. The first shift assume responsibility for setting up the serving tables including covering with brown paper and plastic covers. The first shift should be fully set up and ready to serve at 2 p.m.
- B. Second and third shift teams should be assembled and ready to move into place no later than 15 minutes ahead of shift schedule.
- C. Insist that all helpers leave their positions when the shift is over so as to cut down the congestion in the serving area. (Last year, many servers tended to stick around and chat with the relief team or other personnel in the serving area causing considerable confusion and congestion).
- D. Either the chairman or co-chairman should assume responsibility for periodically checking the ticket stubs to determine a total serving count.
- E. Shift leader should be prepared to adjust members assigned to any one team to provide non-scheduled relief as may be necessary or to supplement for no-shows.
- F. Shift leader or co-chairman should occasionally observe the serving lines and encourage the people to move into the shorter line. This will provide for the minimum waiting time and put a balanced load on each serving team.
- G. Arrangements need to be made with A. B. Olsen for putting up signs to designate the serving and refill lines. Attached is a copy of the signs available. Arrangements must be made if additional signs are needed.

Attached for your information and use as appropriate is a list of the 1978 volunteers as well as the layout of the serving tables and serving area.

Carlos Villagomez has agreed to assemble a cleanup team for cleaning the utensils and serving area. It is possible he may need some assistance in this assignment from the third shift servers. Brooms, waste baskets, cleaning powders, and kitty litter have been ordered and should be used. It is suggested that some effort be made to clean up dropped shrimp and fish during the day so as to prevent more difficulty in cleaning up later. It would be helpful if some cleanup was done during each shift change and clean materials spread. This also prevents the floor from becoming slippery which could become a safety hazard.

Sorry I will not be with you, and I wish you a very successful Shrimporee!

Lick
R. D. Chandler, Jr.

RDC/mc

Attachments

Seabrook Methodist Church (10)

Mark Frazier
Ron Staley
Marsha Staley
Carlisle Campbell
Louis Warner
Dot Warner

Sunshine Club (9)

Lois Benton
Margaret Overmyer
Frances Logston
Ruth Friedman
Wanda Bricker
Ann Fikar
Mary List
Mary Davenport
Marian Wham

AARP (11)

Jenie Rutherford
Dorothy Preston
Elizabeth Haywood
Teresa Balheer
Bill Andrews
M. L. Bishop
Alice Bishop
Albert DeWald
Frieda DeWald
Esther Rausa
Mary Sue Wisocki

Rotary Ann's (19+)

Marie Chandler
Pat Crouse
June Rosenhagen
Betty Steadman
Ann Webb
Emily Nesheim
Elizabeth Scott
Arlene Griffith
Adele Joinid
Nelwyn Moser
Betty Jennings
Jenny Hughes
Barbara Joy
Mary Lou Fitch
Mary Olsen
Helen Brinkman
Fannie Lou Schimmel
Mary Ellen Wyatt
Molly Wyatt

Rotarians (17)

Wayne Clark
Bey Steadman
Gary Syfert
Erik Vohatz
Maury Fitch
Harry Jennings
Worth McCauley
Bob Mitchell
Dick Chandler
Lou Rodriguez
Bill Tuite
Larry Chapman
Bill Frazier
Ralph Schimmel
Ron Swin
Bill Parrish
Paul Davis

Other Volunteers (11+)

Martha Petker
Margaret Boswick
Henrietta Cox
Dean & Eunice Grimm
Mickey & Helen Wilson
Reg & J. J. Joosten
Jim & Carole Seabarger
John & Marie Lunch
Bethel Nickles
Deanie Parrish
Chris Jacobson

Sketch #3

LINE 1
→
← LINE 2
FOOD ✓

LINE 3
→
← LINE 4
FOOD ✓

LINE 5
→
← LINE 6
FOOD ✓

LINE 7
REFILLS ONLY
YOUR DATE AND
TICKET STUB ARE
REQUIRED

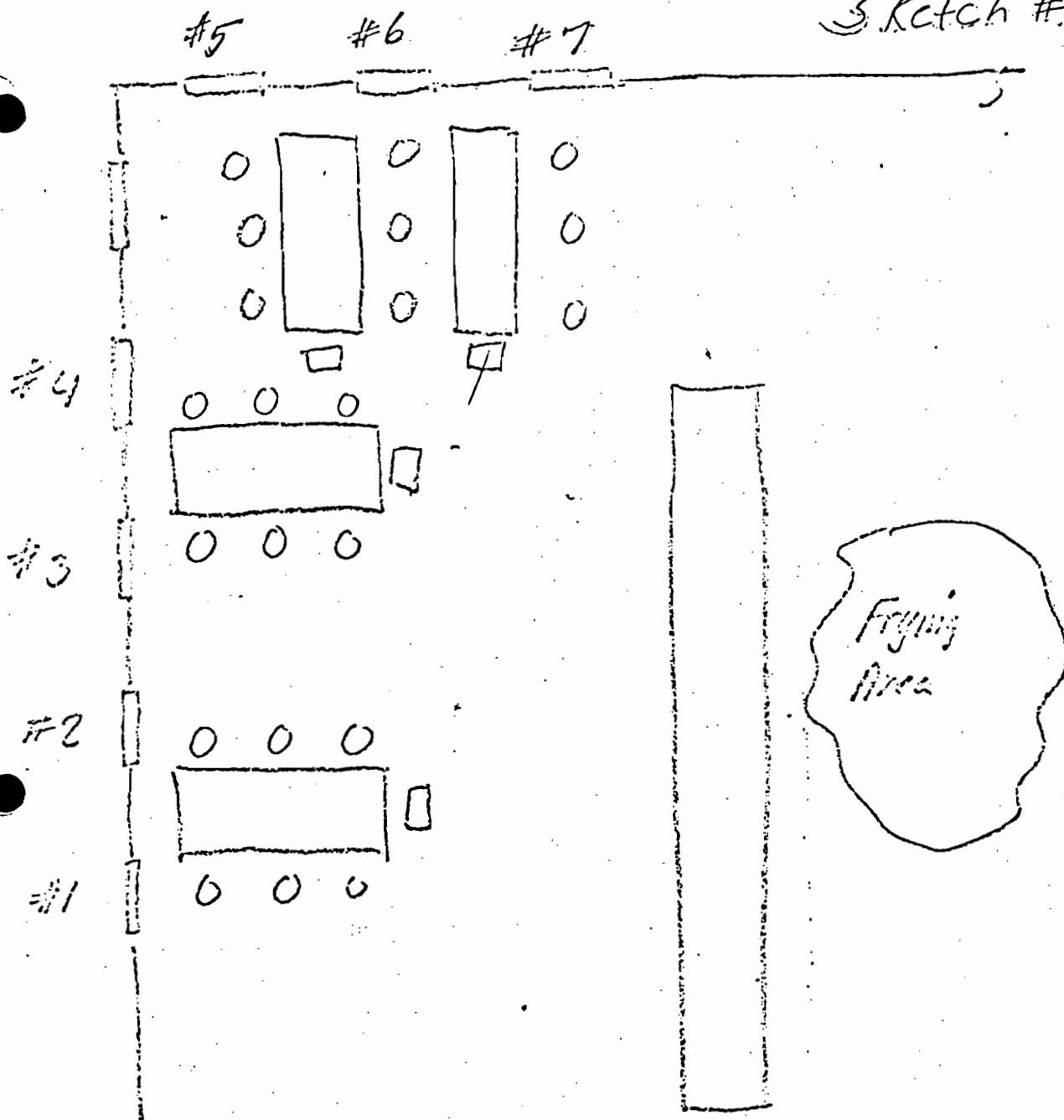
FOR REFILLS
SAVE YOUR PLATE
AND TICKET STUB
GET REFILLS AT LINE 7 ✓

CONDIMENTS
BREAD
SALT & PEPPER
RED SAUCE (2)
CATSUP
NAPKINS
TOWELETTES
→

10-17-77

✓

Sketch #1



#7 for refills only

Open with #1, #2, #5 and #6
Then add #3 and #4

Close #5 and #6 after peak

10-12-77

SERVING TABLE 6' x 2 1/2'

SERVING
WINDOW

TICKET STAB
BOX

COUNTER

SERVING
WINDOW

SLAW

BEANS

FISH

PLATES

PLATES

BOILED SHRIMP

ABO
10/20/73

8/13/79

1979 SHRIMPOREE REQUIREMENTSCOMMITTEE FOOD SERVINGREQUESTOR MAURY FITCHITEMS REQUIRED

| <u>QUANTITY</u> | <u>DESCRIPTION</u> | <u>STATUS</u> |
|---|---|---------------|
| 40 | APRONS | |
| 5000 | ADULT PLATES - 10 ¹ / ₄ " | |
| 1500 | PLATES - 9 ¹ / ₄ " | |
| 14 | TICKET CONTAINERS | |
| 16 | SERVING SPOON (DRAIN) | |
| 12 | SERVING PANS 4" DEEP | |
| 300 | PLASTIC GLOVES | |
| 4 | SERVING TABLES | |
| 2 ROLLS | AL. FOIL | |
| | SOAP & TOWEL FOR WASH UP | |
| | ROLLED PAPER & PLASTIC | |
| | FILM TO COVER TABLES | |
| SEND TO: R.W MITCHELL OR PHONE IN 18247 NASSAU BAY HOME - 333-2881 HOUSTON, TEXAS OFFICE - 488-5660 77058 X212 | | |

8/27/79

1979 SHRIMPOREE REQUIREMENTSCOMMITTEE FOOD SERVINGREQUESTOR CHANDLERITEMS REQUIREDQUANTITYDESCRIPTIONSTATUS~~BROOMS~~

Two (2)

BROOMS - REGULAR

Two (2)

" - PUSH-
HEAVY DUTY

Two (2)

DUST PAN - 12" PLASTIC

Two (2)

GARBAGE CONTAINERS -
30 GAL. PLASTIC

25 LBS

~~KITTEN~~KITTY LITTER OR
SUITABLE SUBSTITUTE

12

RAGS/TOWELS 2'x2'

9

SERVING SIGNS

STORED

OLSEN
GARAGE

SEND TO: R.W MITCHELL OR PHONE IN

18247 NASSAU BAY
HOUSTON, TEXAS
77058HOME - 333-2881
OFFICE - 488-5660

X212

ONE (1) ROLL
150-300 YDS

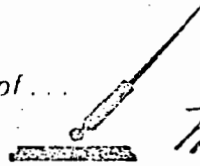
WHITE BUTCHER
PAPER (TABLE COVER)

ONE (1) BOX
LARGE

CLEANING POWDER (SOAP)
FOR TABLES & FLOOR

From the :

Desk of ...



Mary Fitch

4 Vol -

Martha Oepker.

Delia Wolfgram

Ann Bare

Hinda Fongston -

(713) 334-5508
621 KIRBY ROAD
SEABROOK, TEXAS 77586



Fick's
Kwik-Kopy
Inc.

PRINTING
OFFICE SUPPLIES

WIDOW
NAME Emily Nestheim Rotary Ann
ADDRESS
PHONE 488-4700 - SUN REALTY

WIDOW
NAME Mary DAVEN PORT
ADDRESS
PHONE 488-1986 - Bay AREA SUNSHINE CLUB.

NAME LORETTA HAVEN
ADDRESS
PHONE 488-4288

NAME Mary NICHOLS
ADDRESS
PHONE 486-9372

NAME NINA WHEELER
ADDRESS
PHONE 488-8760.

NAME WANDA BRICKER
ADDRESS
PHONE 486-1191

NAME Donie Klein
ADDRESS 1010 Inglebridge
Sun. Realty
PHONE 1188-8430 (1188-4700)

NAME David Case
ADDRESS 5310 Quercus E. Fairmount Lakes
77546
PHONE 682-0996

NAME Hugh McHolland
ADDRESS 1514 Lake Park Ct. Seabrook TX
PHONE 339-3891

NAME AL, Donna & Kim LeBlanc
ADDRESS 11514 SAGEWIND
Houston
PHONE 281-4119

NAME Diana & Harvey Van Wagner
ADDRESS 207 Bay Colony Cir.
Tulsa, Okla
PHONE 491-0703

NAME
ADDRESS
PHONE

Walt Wicker

NAME ✓ Claudette Zelder
ADDRESS 2074 Skyway #2074
SUN REALTY
PHONE 486-5497 488-4700

NAME ✓ Virginia Kilhart
ADDRESS 1518 San Sebastian Lane
Nassau Bay - Sunshine Club
PHONE 333-2050

NAME ✓ Mary List
ADDRESS 1933 Port Lockport Sunshine Club
Nassau Bay
PHONE 333-2116

NAME ✓ Anna Fikol
ADDRESS 1620V Buccassee #139
Clear Lake City Sunshine Club
PHONE 488-409V

NAME ✓ Lois Benton
ADDRESS 18507 Barbuda Sunshine Club
Nassau Bay
PHONE 333-2027

NAME ✓ Marian Thum
ADDRESS 1456 Silverpine
T. Benton
PHONE 486-0849

NAME Elizabeth Haywood
ADDRESS 1516 Bayview Blvd #P.12
Houston, TX - 77058.
PHONE
HARP

NAME Jim Roney & Jean
ADDRESS 4210 Meadow Brook
Seabrook 77586
PHONE
PWAP

NAME Carl & Ann Grace ~~Russell~~ Russell
ADDRESS 514
League
PHONE 332-7317
AARP

NAME Carter Rouse
ADDRESS 1865 Florida Dr.
Seabrook
PHONE
AARP Chap 199

NAME Lang Smith
ADDRESS 11710 ALQUINTON
Houston, Texas
PHONE
PWAP

NAME Yuperi Vad Hay
ADDRESS 1022 Shallowford Dr.
Seabrook, Texas 77586
PHONE Benda

NAME Brian P. Connors
ADDRESS Box 57884
Wichita, Texas 77598
PHONE Boco da

NAME Bill Parish
ADDRESS
PHONE Ralena

NAME Kay Lynn Larrober
ADDRESS 723 Club Court
Kenok, Texas
PHONE PDAF

NAME Winnie Oster
ADDRESS 1865 Florida Dr apt 37
Pearson, Texas 77596
PHONE AARP

NAME Albert Wald
ADDRESS 505 Tourdale
~~Wichita~~ 24 Friendswood
PHONE AARP

NAME Judi Belue
ADDRESS 15503 Bonaparte
Houston Texas 77062
PHONE 488-6971
PDAF

NAME Mr. + Mrs. Beeve

ADDRESS 802 Deven Port

Parish & QSS.

PHONE 334-4674

NAME Helen Willson

ADDRESS 116319 Heatherdal

Houston

Parish & QSS.

PHONE 488-8011

NAME Cindy Schuyler

ADDRESS 15902 Buccaneer

Houston 77062

PHONE 488-3504

PDAP

NAME Roy Dupree

ADDRESS 509 Shirleen

Houston 77062

PHONE 334-2356

PDAP

NAME Russel LaVick

ADDRESS 14914 Aspen Hills

PDAP

PHONE 488-5683

NAME Florence Flora

ADDRESS Rt 6 Box 424

ALVIN

PHONE 580-2147

HAARP

NAME William Andrews
ADDRESS 110404 DICKINSON HOUSTON 770
AARP HOWESTER
PHONE 481-7667

NAME Aimee Burwell
ADDRESS 615 Bay Colony
POAP Laporte
PHONE 471-0673

NAME Alice Bishop
ADDRESS 211 South Tower
League City AARP-web
PHONE 332-5100

NAME Joyce Jooston
ADDRESS 1630 Bowline Parish & QSS.
HOUSTON 77052
PHONE 481-2467

NAME R. Jooston
ADDRESS
Parish & Q.
PHONE

NAME Gary Syfert
ADDRESS 2201 ACACIA