

## MARTHA GEE & HYRUM GIBBS SMITH REUNION – 2012

### NOTES

- All communication was via email – to highest level of cousins who were responsible for forwarding info to their individual families.
- Date for next reunion (in 2 years) was set at current reunion – email of date sent out immediately
- Reservation of reunion site was made in compliance with local park policy – e.g. January 1 of year involved with deposit
- Year of reunion – Starting in February - Registration forms emailed with deadline for response NLT one month prior to reunion – Subsequent reminders sent March, April and May
- T-shirts: Forever reunion t-shirts to be worn each reunion – different color for all members of each of Martha and Hyrum’s children’s families. Smith Family Crest imprinted on all t-shirts. New t-shirt orders cost \$7.50/ea. Form for ordering t-shirts emailed with registration form. Colors per family:
  - Cleone – blue
  - Eldred – red;
  - Helen – green
  - Miriam – yellow
  - Barden – no color assigned to date
  - Hyrum – lite blue
  - Verona – grey
  - Donna – no color assigned to date
    - Order from Tamara at [tamara@iccembroidery.com](mailto:tamara@iccembroidery.com) She is located in Mesa AZ - 2301 N. Rose Mesa, AZ 85213 - phone:602.332.3305
- Name tags – available in file (MSPub) – photos of Martha & Hyrum – need to change date to year of current reunion and use a temporary font (I like Lucida Sans). Use Avery name badges #48395 – best price at Walmart.
- Family Journal: Instructions and journal page template emailed for family members to summarize activities, events, etc. for bi-annual journal. Can include photos.
- Silent auction: Family members encouraged to bring items for auction – hand made, photos, items of family historical value, etc. Reunion day they are displayed on at least two long tables along with bidding forms. Winners announced and money owed collected prior to evening meal.
- Cousins Caucus – Includes all 1<sup>st</sup> generation cousins – held during the afternoon to determine date, site and leader for next reunion plus any other family business.
- Update of family member contact information – person responsible for this brought laptop for purposes of updating contact information.

- Meals –
  - Lunch: potluck (assigned generally in groups according to initial of last name).
  - Dinner – “catered” / purchased already cooked (pulled pork) accompanied by chips, rolls, salad and dessert. Lunch leftovers used as well. – paid for with registration funds.
- Ice / bottled water – provided with registration funds
- Activities – children / teenagers – led by assigned adult volunteers
- Family Song – traditional family song (to the tune of *Old MacDonald*) sung by all to honor each line of Martha and Hyrum’s children attending.
- Remembrance of family members who have passed away since the last reunion. Brief summary of each by assigned persons.
- Special awards – various categories – certificates presented.
- Microphone helpful!
- Family photo – designated photographer (we are fortunate to have a professional in the family). Photos are posted on a website for downloading.
- Paper goods (napkins/paper towels/plates/utensils/roll of plastic table covering).
- Extra tables – firewood
- Suggestions:
  - Registrations and money to be paid 30 days in advance. Price of registration (could be \$10 for adults and less for children), no one should be excluded for inability to pay. Everyone must be included.
  - Individual assignments:
    - Reunion head
    - Registrations
    - T-shirts
    - Food – lunch and dinner
    - Silent Auction
    - Journal
    - Activities – children / teens
    - Family song
    - Family photo
    - Tables – prep
    - Cleanup
    - Family contact info
    - Awards
    - Money at reunion (registrations at the door + silent auction proceeds) – have change available