



TANTEX Executive Committee Meeting Minutes

Subject	TANTEX Executive Committee (EC) Meeting – February 2012		Date	02/05/2012
Meeting Chair	Geeta Dammanna, President of TANTEX			
Facilitator	Narasimha Reddy Urimindi, Secretary of TANTEX		Time	1:30 PM
Location	ERP Logic, 7301 N. State Highway 161, #Suite 150 Irving, Texas 75039			
Attendees	Ananth Mallavarapu (Excused Absence)	Rajeswari Jujaray		
	Balki Chamkura	Sirisha Bavireddy		
	Chinasatyam Veernapu	Subramanyam Jonnalagadda		
	Geeta Dammanna	Subhash Nelakanti		
	Indu Reddy Mandadi	Subhashini Pentakota (Excused Absence)		
	Jyothi Vanam	Suresh Manduva		
	Krishnaveni Seelam	Vijay Mohan Kakarla		
	Krishna Reddy Uppalapati			
	Mahesh Aditya Adibhatla			
	Narasimha Reddy Urimindi			
	NMS Reddy			
	Poorna Chandra Rao Vemulapalli			
	Raghu Chittimalla			
	Rajesh Chilukuri			

Key Points Discussed		
No.	Agenda Items	Meeting Highlights
1	Previous EC meeting minutes: Review & Approval	Krishna Reddy Uppalapati proposed and Raghu Chittimalla seconded the February 5th meeting minutes
2	Sankraanti Sambaraalu -2012 Program Review	<p>EC team reviewed the recently concluded Sankraanti Sambaraalu-2012 program:</p> <ul style="list-style-type: none"> • Telugu Velugu: Subramanyam Jonnalagadda gave an update on the magazine proceeds <ul style="list-style-type: none"> ○ Due to transition there were not many advertisements received unlike the Deepaavali edition. The net proceeds from the magazine is (-\$351). Emphasized the need to work towards getting more Ads in the future. ○ Improvement in the mailing process resulted in quick delivery of the magazine to the members • Registration: Chinasatyam Veernapu provided an update on the membership and ticket sales at the event. <ul style="list-style-type: none"> ○ Total tickets printed 800, complementary = 20 tickets. 233 tickets left. Life members =6 (\$1200). Annual membership \$740. Tickets sales \$6090 ○ Team discussed about improving the process with more checks and balances so that we can cut down the excess tickets in future ○ Team felt that we may have to print tickets with double stub and perhaps tighten all entrance areas with additional volunteers • Food: Rajeswari Jujaray briefed the team about food served at the event. <ul style="list-style-type: none"> ○ Discussed the need for more volunteers to improve member experience in the dining hall ○ The team felt the need to improve serving speed, time management and crowd management ○ Overall, positive feedback received on the food quality and variety. • Cultural: Rajesh Chilukuri provided an update on the cultural program and following is the summary of input from the EC team <ul style="list-style-type: none"> ○ Program started with 20 minute delay ○ Need to improve the time management, especially when we have an extended program like we had for Sankraanti. ○ Food should start and end at the right time to maintain control on program. ○ Geeta Dammanna requested that the cultural secretary and or their representative to attend the facility

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		<p>walkthroughs for all future programs so that the requirements can be dialed into the plan</p> <ul style="list-style-type: none">○ There were many gaps of silence in between the programs and need to improve.○ The team felt the need to include times in the program sheet at 15 minute intervals○ Try to limit the program to a max of 2.5 hours and make it more effective○ MC needs to close the program and not the artist.○ Need to announce the names of the choreographer or the program name in future.○ Sankraanti Sambaraalu-2012 Event Coordinator Narasimha Reddy Urimindi provided feedback from the survey results and gave his comments on the event and thanked everyone for the support○ Overall, positive feedback received from the members on the quality of the cultural programs.○ Geeta Dammanna requested treasurer to submit the report within a week. This time we have to absorb the extra cost of renting tables and overtime for the hall○

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3	Treasurer's Report	<ul style="list-style-type: none"> • Treasurer Report : Krishna Reddy Uppalapati provided the event financial summary and indicated that life member income should be removed from the revenue <ul style="list-style-type: none"> ○ Geeta Dammanna requested the Treasurer to have a breakdown of the ticket and membership revenues ○ Need to add Chief guest ticket and other revenues from slides receivables
4	Media Partners Proposals	<p>Geeta Dammanna reviewed the following six media proposals received from various entities.</p> <ul style="list-style-type: none"> • TV9 <ul style="list-style-type: none"> ○ Reviewed the highlights of TV9 and it agreed to provide coverage for one minor event per quarter and all the major events. ○ TNATEX need to send a note to TV9 to make sure any material coming from TANTEX EC members need to be authorized by President for publication ○ Geeta Dammanna requested the EC members to maintain dignity and professionalism when responding to the media, especially when representing TANTEX <p>Desiplaza:</p> <ul style="list-style-type: none"> ○ Reviewed the proposal and their list of expectations from Desiplaza. \$300 will be the proposed fee for event photography and video ○ Geeta Dammanna to fine tune TANTEX response to Desiplaza and circulate to the team <p>Sulekha</p> <ul style="list-style-type: none"> • Sulekha proposed to provide free space on their website for TANTEX @no cost. The team felt it may not be possible for TANTEX to provide updates on their website. <p>Radio Adurs</p> <ul style="list-style-type: none"> • TANTEX need to thank them for their proposal and respond to them that we have already selected the Radio for 2012 <p>Eknazar</p> <ul style="list-style-type: none"> • Need to send our expectations to them <p>ObjectOne:</p> <ul style="list-style-type: none"> • Suresh Manduva provided an update on their proposal to the team <ul style="list-style-type: none"> ○ This will not be our primary radio but will get 2 hours of free air time. ○ Hosts can participate from any location and don't have to attend from the studio. ○ ObjectOne is contacting all associations in the world and hence giving global presence ○ Agreed time slot for TANTEX is on Sunday evening from 4:00-6:00 PM CST

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		<ul style="list-style-type: none">• Radio proposal from Tori is accepted by the EC team and Suresh Manduva will respond with our expectations

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5	Ugaadi Planning	<ul style="list-style-type: none"> • Suresh Manduva has been appointed as the event coordinator for Ugaadi Utsavaalu-2012 program • EC agreed to have a program with a mixture of local and external artists • Packaged options from external artists are available and being looked at the moment by the Cultural Committee • It was agreed to work with other associations to leverage artists and to optimize our cost for the program • \$10000 is the agreed external budget excluding fixed costs and Mahesh Adibhatla to submit the rough budget • March 24th or 31st are the preferred dates and the event coordinator need to make a decision on the venue fairly soon
6	Open Items (If time permits and with President's approval)	<ul style="list-style-type: none"> • Geeta Dammanna reviewed the Mydealshub proposal in response to our sponsorship packages. They are planning to be a platinum sponsor. Revised counter proposal will sent to Mydealshub • EC team approved supporting the Abhinava Kuchipudi dance by Kalyani Avula • Building Update: Geeta Dammanna mentioned the need to form a building committee (of 7) to handle the planning and acquisition of TANTEX own building. Two from Members-at-large and 5 from the GOB team will be selected. Criteria and expectations from the committee members will be communicated soon • Need to buy the mini-audio system with a portable amplifier for around \$500. Poorna Chandra Rao Vemulapalli to investigate the options and come up with recommendations • Poorna Chandra Rao Vemulapalli reminded the team about the hosted photo vendor (smugmug) for storage of TANTEX event pictures • The team reviewed current TANTEX inventories: <ul style="list-style-type: none"> ○ Laptop is with Chanasatyam Veernapu ○ Subhash Nelakanti has the water cans and they need to be delivered to Rajeswari Jujaray ○ NMS Reddy to deliver the remaining dinner plates to Rajeswari Jujaray • The EC team discussed about the specific benefits we could offer to Life members. Membership Chair to draft the plan with the help of Raghu Chittimalla and circulate it for review
7	Meeting Adjourn	Meeting adjourned at 5:00 PM by the Chair, Geeta Dammanna

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Action Plan

No.	Action Item(s)	Owner	Target Date
1	Distribute the Building Committee member criteria	Geeta Dammanna	3/31/2012
2.	Circulate the draft response to Mydealshub proposal to EC team	Geeta Dammanna	3/31/2012
3	Circulate the draft response to Desiplaza proposal EC team	Geeta Dammanna	3/31/2012
4	Explore and summarize the options to purchase the mini-Audio System	Poorna Chandra Rao Vemulapalli	3/31/2012
5	Circulate the draft Membership benefit plan to EC team	Chinasatyam veernapu	3/31/2012
6	Circulate the draft response to ObjectOne (Tori) to EC team	Suresh Manduva	3/31/2012
7	Circulate the draft TANTEX expectations to Eknazar	Geeta Dammanna	3/31/2012
8	Circulate the breakdown of event ticket and membership revenues	Krishna Reddy Uppalapati	3/31/2012