Karla has requested permission to hold an in-person event, *Conversations with Authors.* We will go ahead following Larimer County health regulations. Our goal is to make $1000 and 50 people in attendance.

The recommended ticket price is $45. Karla and Martha will check the food pricing with Best Western. Martha shared the revised write-up for the brochure. Beth will update the brochure with the revisions. Martha will make 200 brochure copies at a cost of approximately $75.

Costs are $1425 which includes $300 for the room (already paid), an estimated $15 per person for food ($750mfor 50 people, $300 for two speakers, and $75 for brochures. With 50 people at $45 we will earn $2250. AAUW will make a profit of $825.

Baskets will make an additional $300 on 8-10 baskets. Karla is in charge of the baskets and will ask for donations from our members.

We need to find the names of book clubs to promote our event.