

Memorial Service Update - 4/27/17

Memorial Service Elements – 54 Minute Ceremony

Music (while entering/seated)
Welcoming (2)
Pledge of Alliance or National Anthem (?)
Invocation (3)
First Hymn or Song (4)
Main Speaker (14)
Replica Class Plaque Unveiled (5)
Reading of Deceased Classmates' Names (14)
Navy Hymn (5)
Taps (3)
Benediction (4)
Music (while departing)

Miscellaneous: Audio Company, Seating, Guests, Back-up Venue, Ushers, 1963 Choir, Colors, Bunting and/or Décor, Printed Programs and Additional Music Selections (Examples: Amazing Grace, This is My Country, God Bless the USA, America the Beautiful, The Mansions of the Lord, Time to Say Goodbye or Other).

Action Required:

1. The sub-committee has proposed criterion for the main speaker – local, known to class, an articulate classmate with a strong presence. The reunion committee is asked to provide comments.
 2. The sub-committee intends to select a speaker from a list of three final candidates. The reunion committee is asked to provide suggestions as to qualified individuals.
 3. The sub-committee has proposed criterion for individuals to give the invocation and benediction, i.e., a clergyman or lay preacher, local, known to class and articulate. The reunion committee is asked to provide comments.
 4. The sub-committee intends to select the individuals for the invocation and benediction speaker from a list of qualified individuals. The reunion committee is asked to provide their specific suggestions.
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Class Plaque Design and Contents

1. The sub-committee has approved a rough first draft of the proposed Class Plaque. Once finalized, it will be sent for review to the class officers. See sample plaque handout.
2. A replica of the final plaque will be unveiled at the memorial ceremony. The sub-committee recommends that this replica be gifted to the CAE.

Action Required:

1. The reunion committee is asked to provide review the draft plaque for its layout and contents and provide comments and suggestions
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Estimated Costs for Service

1. Audio company (Rock Forever Entertainment) -\$500
2. Seating company (Platinum Events Rentals – Kearny Mesa) - \$900[
3. Printed Programs- \$350
4. Class plaque and replica- \$2100