



# CLEAR LAKE LUNAR RENDEZVOUS FESTIVAL



2023  
*Information Meeting*

# Lunar Rendezvous Festival 2023



[www.LunarRendezvousFestival.org](http://www.LunarRendezvousFestival.org)

General Chair 2023: Phoebe McCourt

[GeneralChairman@lunarrendezvousfestival.org](mailto:GeneralChairman@lunarrendezvousfestival.org)

Week of 2023 Lunar Rendezvous Festival: July 9<sup>th</sup>-July 15<sup>th</sup>

# Mission CONTROL

Clear Lake Lunar Rendezvous Festival is dedicated to providing community-based support including scholarships for higher education, youth development and educational programs, funding for the arts and historical preservation in the Bay Area Houston/NASA area.



## *What does this mean?*

- We are a service-oriented, and fund-raising organization! We focus on philanthropy, volunteerism, and giving back. Each year we do a distribution of funds, providing need-base scholarships, and community support to other non-profit organizations. You are helping us fundraise for these causes!
- At our big Kickoff in April, you will get to see our annual Distribution of Funds announced and see us present these funds to the non-profit organizations.

# LRF Advisory Board

*These individuals have served as General Chairs in the past and now serve as Liaisons to Committee Chairs and their individual events such as Dining Night, Fashion Show and Coronation Ball just to name a few. The festival would not be what it is each year without them!*

# Royals

Royals Court Chair:  
*Demerle Monks*

2022-2023 Lunar Rendezvous Queen:  
Sophie Robins

2022-2023 Lunar Rendezvous Queen Alternate:  
Eleanor Goerland

2022-2023 Lunar Rendezvous Lieutenant:  
*Luke Van Chau*

2022 Lunar Rendezvous King:  
*Dan Reason*





# Court Chairs

Big Court Co-Chairs:  
*Allyson Biddy & Jennifer Robinson*

Little Court Co-Chairs:  
*Sidney Reason & Savannah Reason*



# 2023 Festival Chairs

## **General Chair**

Phoebe McCourt

## **Administrative Assistant**

Kim Woods

## **Kickoff Co-Chairs**

Kari Cook

Heather Monteleone

## **Dining Night Co-Chairs**

Mandie Crowder

Rachel Gibbs

Audra Bentley

## **Sunset Service Co-Chairs**

Cameron Miller

Courtney Tylka

## **Fashion Show Chair**

Reneé Adams

## **Coronation Ball Co-Chairs**

Victoria Driscoll

Kim Heitzman

## **Auction Co-Chairs**

Jill Kaale

Joy Nagel

## **Princess and Lieutenant Court Co-Chairs**

Allyson Biddy

Jennifer Robinson

## **Little Ladies-in-Waiting and Page Court Co-Chairs**

Savannah Reason

Sidney Reason

## **Royal Court Chair**

Demerle Monks

## **Corporate Sponsors Liaison**

Kim Woods

## **Raffle Co-Chairs**

Erin McDonald

Scarlett Wood

## **Programs & Ads Chair**

Kasey Drapela

## **Publicity Chair**

Susan Muehe

## **Treasurer**

Lisa Holbrook

# Important Upcoming Dates:

**January 31, 2023** – Court application DEADLINE 11:59 p.m. There will be no late applications accepted:

- Application must be electronically submitted through our website.
- Click on the **COURT** tab to find the online applications.
- The \$30 application fee **MUST** be paid upon submission of the application.

**March 1, 2023 (on or around)** – Applicants will be notified of Court selection. All applicants will be notified of outcome.

**March 9, 2023** – Court Response Due: Signed Acceptance FORM from the SELECTED applicants must be submitted online, and a \$150 non-refundable Acceptance Fee is to be paid at that time.

*All other future dates will be covered in Court Orientation in April.*



# Court Mandatory Events

## **Orientation & Kick-Off-Party, Sunday, April 16th, 12:00-3:30 p.m. (MANDATORY)**

- Kick-Off Co-Chairs: Kari Cook / Heather Monteleone

## **Sunset Service – Sunday, July 9th, 6:00 p.m. (MANDATORY)**

- Sunset Service is for all Courts, Lunar Team
- Sunset Service Co-Chairs: Cameron Miller / Courtney Tylka

## **Fashion Show Rehearsal – Monday, July 10th, 6:00-9:00 p.m. (MANDATORY)**

- Fashion Show rehearsal for Royals/King Dan, Princesses, Lieutenants and Moms/Presenter (Littles rehearse the day OF the fashion show.)
- Fashion Show Chair: Reneé Adams

## **Fashion Show – Tuesday, July 11th, 10:00a.m. (call time will be earlier, please know this will take most of the day.) (MANDATORY)**

- Fashion Show for Royals/King Dan, Little Court, Princesses, Lieutenants and Moms/Presenter

## **Coronation Ball Rehearsal – Thursday, July 13th, 5:00p.m. (MANDATORY)**

- Coronation Ball Rehearsal for Royals/King Dan, Princesses, Lieutenants, Presenters, & Escorts (*Little Court will rehearse right before the ball, they are not needed this evening.*)

## **Formal Group Photo – Friday, July 14th, 7:00 a.m. (MANDATORY)**

- Official Formal Group Photograph for all Royals/King Dan, Court Chairs, Ball Chairs, Princesses and Lieutenants, and Little Court

## **Coronation Ball – Saturday, July 15th (MANDATORY)**

- Coronation Ball is for Little Court, Princesses, Lieutenants, Presenters, & Escorts

# Expenses “What should I expect financially?”

*Estimate of expenses, actual & potential, for MANDATORY events.*

Court Application Fee	\$ 30
Court Acceptance Fee	\$150
Sunset Service	No tickets, just your personal attire expenses.
Fashion Show Ticket (Court Member)	Covered by Sponsor Fees
Fashion Show Tickets (Other family/friends)	\$125-150 per person (depends on seat)
Fashion Show Attire* (Court Member)	\$200-\$500 (*depends on your budget)
Fashion Show Attire* (Mother)	\$200 (*depends on your budget)
Coronation Ball Ticket (Court Member)	Covered by Sponsor Fees
Coronation Ball Ticket (Other family/friends)	\$175 per person (tables available as well)
Court Member Ball Attire*	\$500-\$1,000 (*depends on your budget)
Family Member Ball Attire*	\$200-\$300 (*depends on your budget)

# Acceptances: “I’ve been selected to the 2023 LRF Court, what now?”

- Once contacted, if you are selected to serve on the 2023 Court, you must complete a Court Response Form, found on our website, under the **Court** tab.
- ALL SELECTED Court members MUST complete the Court Response Form and either ACCEPT or DECLINE.
- When you ACCEPT, you will pay a \$150 Acceptance Fee\*. What does that cover?

## Big Court (Princesses/Lieutenants):

- a. Polo shirt
- b. Sash and sash pin for Princesses
- c. Lapel pin for Lieutenants
- d. Administrative fees

## \*Little Court (Little Ladies-in-Waiting/Pages):

- a. LRF shirt
- b. Sash and sash pin for Little Ladies-in-Waiting
- c. Tiaras for Little Ladies-in-Waiting
- d. Lapel pin for Pages
- e. Administrative fees

- In addition, as a Court Member, you will be asked to sell 10 raffle tickets. This will be one way you are helping to fundraise for scholarships and to support non-profits, our MISSION!

# Court Member Sponsor Requirement

- Each Court Member must secure a sponsor for the 2023 season.
- A Court Sponsor should be secured as soon as possible after notification of acceptance into the court.
- A Court sponsor is not considered secured until the sponsorship fee has been paid online through the website.
- Sponsors should be secured **no later than April 30<sup>th</sup>, 2023**

## **BIG COURT SPONSOR FEE \$450:**

### **Your fee covers:**

- Court member's ticket to the Fashion Show.
- Court member and escort's tickets to the Coronation Ball
- Flowers presented at the Fashion Show and the Coronation Ball
- Photography Sitting Fee (Formal Headshot)

## **LITTLE COURT SPONSOR FEE \$300:**

### **Your fee covers:**

- Court member's ticket to the Fashion Show and Coronation Ball
- Flowers presented at the Coronation Ball
- Photography Sitting Fee (Formal Headshot)

## **ROYAL COURT SPONSOR FEE \$575:**

### **Your fee covers:**

- Royal's ticket to the Fashion Show.
- Royal's and escort's tickets to the Coronation Ball
- Flowers presented at the Fashion Show and Ball
- Photography Sitting Fee (Formal Headshot)
- Royal's tiaras, sash, & polo
- Parade entry fee

Thank you for attending the  
2023 Lunar Rendezvous Court  
Information Meeting!

Questions?