

Bloom Events

Meeting # 3

Notes

1. Graphic design

- Rhiannon gave Yoon 2 designs to start working on and advised she would drop off the rest as they are finished to either Yoon or Ben.
- Yoon is going to work create additional templates for bonbonnières (two types, boxes and wine boxes). Ben will send Rhiannon a quote for this.
- Yoon is going to finalise the logos for Rhiannon. Ben will send through a quote for this.
- Rhiannon's sister Anneliese will provide illustrations for a character which Yoon and Ben will finalise. Ben will provide a quote for this.

2. Stationery pages

- On the stationary pages we will give customers the ability to export a guest list to give to an external stationer
- People need to be given the option to print on 'plain' or 'clear' paper if they want to design invites at home.

3. Overseas trading

- Rhiannon would like to have a main website that is for international purposes and a link to an Australian website which is hosted at www.bloomevents.com.au. Darryl will find out how this works on business catalyst and whether currency conversion is automatic.

4. Gift vouchers

- Darryl will look at numbers/codes for gift vouchers

5. Progress

- Rhiannon would like to have a majority of the project finished by 02.11.2009 which means that we need to start pushing a bit harder to get things finished.
- Can everyone please complete the progress sheet?

6. Next meeting

- Rhiannon and Darryl will either meet Monday or Tuesday of next week.
- We will need to organise one more meeting before Ben goes away.