

12/13/17

MONTHLY MEETING/HOLIDAY CELEBRATION

DOH – TC2/RM158

PRESENT: Jennifer Montgomery, Dawn Baker, Jerika Ferguson, Heather Lucas, Evelyn Hinkle, Denise Clark, Kelly Wilson, Art Mead, Tanyah Williams, Jennifer Inman, Donna Cole, Philip Kerrigan

AGENDA:

- Greetings from SOS
- Direction for 2018
- 4 PT. Focus
- What's your CFD Passion?
- Review 2018 Calendar
- Discussion of meeting Day/Time

1. Introductions were made as Art Mead from FTE magazine was welcomed back for the first time in a couple of years.
2. Two variations of the new TCSC CFD logo were presented. The committee had chosen to match colors to the SOS CFD logo. A vote was conducted and the logo with the larger shield was selected.
3. Evelyn presented the 4 points of focus for 2018. To address our committees concerns with our lack of direction Evelyn, Kelly and Philip meet prior to this meeting. Evelyn and Kelly talked with Philip about our purpose and the SOS offices needs of our committee. From this discussion we came up with a direct and simplified focus on 4 areas: Recognition, Training, Outreach and Events. This was presented to the entire committee. More information to come later in minutes.
4. Philip addressed the committee about the need and importance of the TCSC. He talked about the timing of our approach to him as the direction of the SOS office CFD will have some changes coming. They are basically losing ½ position as Stephanie has been assigned to other duties. He was worried that they wouldn't have the staff to do all they have been. With the TCSC wanting to provide more direct help this helps to bridge the gap. He covered Recognition in the SOS office focusing on the venue/food/date/contracts while the TCSC focuses on the agenda/program/volunteers. For training the TCSC has ownership and he'd focus on the parts that involve the SOS office and is willing to conduct a train the trainer if committee members feel that would be helpful. As far as events go, Philip stated historically the TCSC ran events such as the motorcycle run and the Masquerade Ball. Now that the SOS office has more staff they have taken on running the events with the help of the TCSC. Philip stated the success of the events is due to the help the TCSC gives. He also stated he would like to see the TCSC be

more involved in the planning of the SOS events. He will let us know when planning meetings are happening so we can participate. Philip stated for events that basically the SOS office deals with the contracts/business side while the TCSC can assist with the planning/running.

5. Denise asked again about SharePoint. She stated concerns whether as a committee we could take on more. Philip addressed the concerns stating that the SOS office is willing to take on anything the TCSC can't. He also stated that SharePoint will not be in the works at this time but there are other options they can work on to help achieve the same results.
6. Evelyn stated we need to develop a month by month calendar in PDF form. Jerika will upload it to our website if we send it to her. She also currently uploads our meeting agendas and minutes. She is able to add outreach information but everything uploaded must be final drafts. Jerika stated she could make buttons on our website for different areas such as outreach, nomination forms, minutes, etc.
7. Philip stated we had two dates to choose from for our Recognition Event – February 9th or March 2nd. Kim Wyman is available currently for both dates. The committee discussed the dates and then conducted a vote. March 2nd was selected for the Recognition Event.
8. Art Mead took a photo of the TCSC and SOS office staff. He will post the picture in a future FTE magazine as well as send a copy to Kelly.
9. The SOS office conducted our Officer elections for 2018. The nominee for Co-Chair was Jennifer Inman. No other nominations were voiced. A vote was conducted and Jennifer was elected as Co-Chair for the two year term, 2018-2019. The nominee for Administrator was Kelly Wilson. No other nominations were voiced. A vote was conducted and Kelly was elected as Administrator for 2018. The nominee for Treasurer was Sandy Mitchell. No other nominations were voiced. A vote was conducted and Sandy was elected as Treasurer for 2018. The nomination for Communications Liaison was Jennifer Montgomery. No other nominations were voiced. A vote was conducted and Jennifer was elected as Communications Liaison for 2018.
10. Shar and Evelyn will be completing the Recognition nomination forms next week and then they should be ready to post.
11. Evelyn discussed the results of the Survey Monkey about meeting time/days. The results showed that Wednesday afternoons continue to be the best for everyone. Evelyn will look for locations for the 2018 meetings. Denise reminding Evelyn and Jennifer that our call in number has expired and we will need a new one set up for 2018.
12. Focus Area – RECOGNITION: the TCSC will focus on the agenda, programs, decorations, awards, nomination forms, invitations, RSVP communication as well as work with the SOS on any other details as needed.
13. Focus Area – TRAINING: the TCSC will focus on agenda, segments, Charity Speakers, room set up, communication, Local Coordinators as well as work with the SOS on Train the Trainer.
14. Focus Area – OUTREACH: the TCSC will focus on emails, FTE, social media, shipping training materials (for SOS), new volunteer communication and will work with the SOS on the HR document (from Jerika) which lists all Local Coordinators and Campaign Coordinators.
15. Focus Area – EVENTS: the TCSC will focus on assisting the SOS with the Masquerade Ball, Donut Sale, Golf for Vets, Leadership breakfast and the new Trivia Night (still in planning stages).

16. Denise suggested we do a webinar for our January meeting so all committee members can participate.
17. Round Table – Denise shared that her family made and donated 32 stockings to her work which her staff filled past capacity and distributed to disadvantaged youth on the streets. These stockings were going to be distributed on December 22nd. Jennifer Inman shared at work they had great fun with the Right and Left game during a holiday celebration. She thought this might be something we could work into our CFD training involving a CFD story. Evelyn thanked Denise for her 2 years served as Co-Chair. Denise ensured everyone though she was done as Co-Chair she would continue to serve on the committee.

Next Meeting: January 10th, 2-4PM L&I, room TC405
243 Israel Rd. SE, Tumwater

Call in information to come.