

## King County Combined Fund Drive Steering Committee Minutes

September 12, 2017 - Green Lake Conference Room

9:00 a.m. – 9:40 a.m.

In attendance: Mike Morris, Kerri Everly, Jolyn Mason, Alex Waugh, Dean Speer, Mary Floyd, and Wyatt Thomas

Via phone – Curtis Bronson

### Welcome

#### Action Items Review:

- Philip said paying the invoices is on his to do list, and that he would pay them in full - done
- Kerri said she would send the signup sheet out to committee members to volunteer to help with the event - done
- **Kerri will update the budget for next month with the expenses for the venue and caterer for the kickoff breakfast. Kerri needs final numbers from Philip.**
- Jerika will send flyers for all of the events to Kerri who will forward them to the committee - done

#### Outreach & Learning

- Pre-Campaign Check In
  - So far, so good
- New Member recruitment:
  - Jolyn will reach out to folks who expressed interest and Mike and possibly Curtis will follow up.
  - Mike is willing to reserve room in Lynnwood DSHS office if majority of committee wants to move the meeting there

#### Coordinator Training – Debrief

- Overall, good evals for training
- “It gets better every year.”
- “Met needs of new and returning coordinators.”
- Liked breakouts

#### KC Kickoff Breakfast – Debrief

- Good Speakers
- Hope to have more people next year
- Invite more leadership
- Build on success each year
- Invite Ass’t Secretary’s and Regional Admins to attend
- Location was good, but far North for South King County People
- Get photos up on Sno-King website
- Liked caterer

#### Budget

- Will have report next month

## Other

Recognition Event – We are still looking for a venue for the recognition event. In the hopes of encouraging more SnoCo coordinators to feel involved, we'd like to find a space north of the U District. We need space for 100-120 seated. Jolyn will check the Nexus Hotel at Northgate, Embassy Suites in Lynnwood and Mukilteo Community Center. All committee members are asked to bring theme and venue ideas for the Recognition Event.

Curtis will host an agency fair on October 17<sup>th</sup> and will help with UWCFD Charity Fair on October 10<sup>th</sup>.

Campaign Assistants shared their current duties/projects. They have all started reaching out to coordinators.

- Wyatt – Special Project is social media accounts. Working on Facebook and branching out in to other areas. Also, in charge of transportations.
- Mary – Projects are Special Events & Silent Auction. Creating auction materials now. Check with Jerika for any auction items from the state CFD.
- Alex – Working on procurement and website. Following up on solicitation and updating items available. Can and will be adding event albums to UWCFD webpage
- Dean – Working on special projects – writing and thank you's

## Subcommittee Reports

*Training, Recognition, Agency Fairs, Procurement*

- Keep Agency Fairs & Procurement?
  - Drop Procurement – will rely on state CFD office to help with this
  - Change Agency Fair name to Kickoff Breakfast
- Add something else?
  - Add Committee Member Recruitment

## State Report

- *Marketing, Development, Volunteer & Outreach Status Report*

No State Report, but Mike reported out:

- Golf for Veteran's is on Saturday – they have 26 teams
- Masquerade Ball is coming and is growing each year. You can volunteer for the event or buy tickets.
- ESD softball tourney took place in August – they

## Member check in

**Mary** – Went to Mariner's game last weekend

**Wyatt** – Just hanging out with friends

**Mike** – Just back from a week's vacation camping on the Oregon Coast

**Curtis** – Committee is working on lots of events including a charity fair and silent auction. Pirate Photo booth will be back

**Dean** – Enjoying charity tours – really impressed by their work. Went to Puyallup Fair on Saturday

**Alex** - Went to the Husky Game and looking forward to football season and playing fantasy football

**Kerri** - Wedding planning times 2 – her and her daughter! They are going dress shopping for the daughter on Saturday. Very busy with the campaign

**Jolyn** - School has started for the boys and so have their fall sports!

**Next Meeting:** Oct 3, 2017, 9:00 AM - 10:30 AM - Ballard Conference Room