



THURSTON COUNTY STEERING COMMITTEE
Compassion of Individuals, Power of Community



Minutes

March 13, 2013; 2:00-4:00 p.m. at L&I; Room S216

Dial in # (360) 407-3780; Pass code 188110 #

Documents Provided: Recognition Event Program; Recognition Event Sign-Up Sheet; Leadership Breakfast Volunteer Sheet; Handbook Final.

Invitees:	<input type="checkbox"/> Chara Chamie-Exc.	<input type="checkbox"/> Cindy Murray-Exc.	<input checked="" type="checkbox"/> Lori Tranmer	<input type="checkbox"/> Guest	SOS Staff: <input checked="" type="checkbox"/> Stephanie Horn <input checked="" type="checkbox"/> Phillip Kerrigan <input type="checkbox"/> Heather Lucas-Exc. <input type="checkbox"/> Dawn Sanquist-Exc.
	<input type="checkbox"/> Kelli Dixon -Exc.	<input checked="" type="checkbox"/> Julia Ojard	<input checked="" type="checkbox"/> Beverly Ubias	<input type="checkbox"/> Guest	
	<input type="checkbox"/> Evelyn Hinken-Exc.	<input checked="" type="checkbox"/> Cheryl Sattelberg	<input checked="" type="checkbox"/> Melissa Van Gorkom	<input type="checkbox"/> Guest	
	<input type="checkbox"/> Paula Larson-Exc.	<input checked="" type="checkbox"/> Pam Scott	<input type="checkbox"/> Kelly Wilson-Exc.		
	<input type="checkbox"/> Sandy Mitchell-Exc.	<input checked="" type="checkbox"/> Sherry Thomas			

Agenda:

Time	Agenda Item	Presenter	Notes/Action Items
2:00 – 2:05	Announcements	Melissa/Cindy	Happy Birthday to Sherry Thomas and Lori Tranmer this month! Julia added the entire committee to the Happy Birthday e-mails, to members.
2:05 – 2:20	LEADS - Charity Fairs/Training/PSRW	ALL Members	<u>PSRW is May 8, 2013.</u> SOS is the lead for the event and holds separate planning meetings. The hope is to incorporate charities into this event. Effort from the committee will be relatively minimal with reformatting the letter to be sent out this year and RSVP for all Th. Co. Charities interested in participating this year. <ul style="list-style-type: none"> Phase 1- Large Charity Fair incorporated into PSRW, letters go to charities with RSVPs going directly to SOS electronically. Phase 2- Get potential small charity fair dates from agencies and notify charities of available dates.



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			<p>Beverly Ubias and Sandy Mitchell have volunteered to Co-lead the Charity Fairs and will plan on attending the PSRW meetings on April 4th and 18th and keep the committee apprized of their needs for this event. Lori Tranmer will provide back-up assistance.</p> <p><u>Training</u> – Sherry Thomas will lead and Julia Ojard will be the co-lead on this event.</p> <p>Priorities are to:</p> <ol style="list-style-type: none"> 1. Set training dates. 2. Reserve Training Rooms. 3. Coordinate the Training piece.
<p>2:20 – 3:00</p>	<p>Recognition Event</p>	<p>ALL Members</p>	<p>Recognition Event – We’ve had 162 RSVPs as of the date of the meeting; we are now up to 192! Philip shared the draft program with the 5 ½ x 8 ½ insert. Philip will e-mail Julia with the electronic version upon finalization.</p> <p>Give-a-ways for this event include:</p> <ul style="list-style-type: none"> • Seahawks package, Tickets to the Historical Museum, EMP Music Tickets and Tickets for Wolf Haven. • Stickers under certain chairs for centrepiece/flowers. <p>Each attendee will receive a blue ticket (which Lori will provide) for the drawing... To save time at check-in, these will be pre-placed, with the name tags. Each person will also receive red tickets for drinks. Each person will get two red tickets for the event, included in their name badge holder.</p> <p>Flower Arranging and name badge holder work party –</p>



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			<p>3/20/13 @ 4:00 – 6:00 – Melissa’s house. She’ll send directions to those on the list for this event.</p> <p>Printing – Will be completed on Tuesday (March 19), and will be folded and stuffed by SOS. Sherry volunteered to assist.</p> <p>We will give certificates to all employees that were nominated (to be picked-up after the program or sent via campus mail to the agency coordinator if they are not picked up). The campaign leader will disseminate the certificates if they’re not picked up the night of the awards. Every winner will receive a plaque. 2-Teams – each get a certificate for group team award. 5-plaques for awards, total.</p> <p>We’re working with SOS for talking points for the PowerPoint slide show. Nominees for each category <i>(please hold applause until the winner is announced)</i>.</p> <p>Melissa has been working on the seating chart and has agencies sitting together at their own tables. Name tags will be stuffed with the table number to be seated at. We will use the candles to mark the tables with a fake flame at the top, since we can’t light the candles.</p> <p>We currently have 35-bottles of wine for donation from our committee; SOS has some additional bottles as well. SOS will handle the drink piece and will bring beer and coolers for beer and white wine.</p>
3:00 - 3:05	Break	ALL Members	
3:10 – 3:15	Handbook Updates	Melissa/Cindy	Changes to the handbook were voted on, and accepted by the quorum, present.
3:15 – 3:20	Recruitment – Open House	Melissa/Cindy	Open House – 4/10/13 @ 1:30 p.m. – L & I Rm. S216; to



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			<p>recruit new members: The committee discussed having a half an hour open house as we have had in the past for potential new members. If folks are able to come and want to bring goodies, that would be great!</p> <p>We will plan to hold the event the first half hour before our next meeting from 1:30-2:00 p.m. We will have our posters, annual report and other materials but mostly it will be pretty informal, with mingling etc.</p>
<p>3:25 – 4:00</p>	<p><i>Motorcycle Ride – Update on pit stops/ sponsors and needs</i></p>	<p>Pam Scott/ Dawn Sanquist</p>	<p>Pam provided a Motorcycle Ride update: The leads met with Lucky Eagle and found out that we weren't on their calendar for this year and another event was scheduled. They fit us in and will have 20-30 round tables (10 people per table) in the Event Center for us to use). We are also booked for next year on August 16, 2014.</p> <p>Dawn also reserved the capitol campus for the date so the start and finish for the ride are ready.</p> <p>The team needs assistance with:</p> <ul style="list-style-type: none"> • Confirming stops in the middle of the ride, Harley, Honda, CTW and maybe Wal-Mart in Yelm... Leads for contacting our sponsors: <ul style="list-style-type: none"> • Pam – Harley Davidson • Cindy – Honda • Philip – CTW <p>We need a Yelm pit stop, such as Wal-Mart or other location with a big parking lot and accessible bathrooms. Pam will check with them and find out if this is an option.</p> <p>We'll plan to ride from CTW to Yelm, then back through Yelm/Tenino and end up at Luck Eagle between 12:00 – 2:00 p.m.</p>



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		<p>The group needs assistance with:</p> <ul style="list-style-type: none"> • Donations • Sponsors for: <ul style="list-style-type: none"> ○ T-Shirts & Printing (Lori will get in touch with her contact for Spin Tees). We can then work on advertisements. • Costco – donations for morning muffins? <p>Cindy and Julia are working to update the sponsor letter for donation to the committee for the upcoming events... but it will be important for everyone to ask for donations for the event in particular as the donations the committee gets will be split among all events.</p> <p>Do we want a band? We discussed inviting a radio station to be at this event. We think Chara is working on this piece. <i>Chara, can you please confirm?</i></p> <p>Awards: The group talked about possibly getting sponsors for awards... this is a nice way to ask for donations for the event. If a company is interested in sponsoring an award, they can pay \$50-\$100 which covers the cost of the award, plus a donation (which can be used for shirts, etc.) and maybe even donate some other items to give away.</p> <ol style="list-style-type: none"> 1. Oldest Rider (AARP) 2. Who came the farthest (longest distance)? (Travel Agency). 3. Who recruited the most riders? <ul style="list-style-type: none"> • Do we want to add other categories for sponsorship to entice businesses to donate 'give-a-ways'?
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Next Meeting: April 10, 2013; 2:00-4:00 p.m. @ L&I, Room S216