

Nov 11, 2014 Summer Forum Meeting Notes

Upd: 10/25/2013

Note: Use the PGRTAZ membership directory for contact information and the Committee member E-mails

	Repeat Committee Members	SF Committee Focus	Organization	Collaborate	Attend:
1	Melissa Kemp	Sustainability and Learner Centric emphasis	Premium Organization	All working groups	x
2	Russ Goldstein	PGRTAZ President, Sponsor Representative	US Trust Bank of America	Board	
3	Ed Knight	PGRTAZ Program Committee Chair	ACF/AEBI, Giving Counsel	All working groups	
4	Adele Dietrich	2014 Event Chair, AFP liaison	Arizona Community Foundation	SF Cmmttee, AFP	x
5	Lindsey Jackson	Communications/Messaging/PR, Social Media	Gammage & Burnham	Marketing Collaborators	x
6		Social Media, Step and Repeat Interviews, Community Lounge		Phoenix Fashion Week	
7	Nicole Powers	End of Day giveaways, 50/50 Raffle	Make a Wish Foundation	All committees	x
8	Chris Sar	Program Planning	Phoenix Children's Hospital Fdtn	Monthly meetings	x
9	Mallary Tytel	Program Planning		Monthly meetings	
10	Jack Marks (If Jack Agrees)	Program Planning	Glencroft	Monthly meetings	
11		Program Planning		Monthly meetings	
12		Event Day Volunteers		Membership	
13	Beth Salazar, Diane Jezek-Powell	LAL liaison, cttee member at large	YMCA/Consulting Gomper's Habilitation Center	Leave a Legacy	
14		Board member or Philanthropic Interest POV, eg: AZ Grantmakers' Forum		Program Planning and Marketing Collaborators	
15	Margaret Stephens Reed	??? need to see where her interest lies			
16	Steve Brock	Sponsorships	Bell Financial	Sponsorship	x
17	Brad Harris	Marketing Collaborators		SF/Programs	
	Allison Gee	Sponsorships	Allison Gee Fine Art Appraisals	Sponsorship	
	Tiffany Coggeshall	Sponsorships	Beyond the Ask	Sponsorship	x
	Sierra Kamela	Sponsorships	Hacienda Health Care	Sponsorship	

Pre Meeting Attachments:

1. Planned Call Agenda
2. Dynamic Governance Cheat Sheet
3. Link to the 2013 Summer Forum Final Report
4. 2014 Sponsorship Update/Status
5. For discussion, leading to a proposal on a narrower Theme: Across Generations
6. For discussion, leading to a proposal on our Sample Themes (Graphic looks), For Consent
7. For Consent: Summer Forum Success Metrics
8. For Consent: SF Event Budget
9. For Consent: Learner Centric Programming
10. Link to OurVolts for volunteer hours tracking

SF Committee Call 2:

Next Call: Monday, Dec 9, 2013

We will use this Nov 11th meeting for committee discussion and decisions/actions on all items introduced last month.

The call was brought to order at 3:32 pm

An Opening Round was conducted. No requested changes to the planned agenda.

Prior conference call outstanding Action Items were quickly reviewed. (see appendix)

A Consent round was conducted relative to the prior committee notes, there were no comments and/or additions. The Notes received no objections, and shall be posted as submitted.

Melissa welcomed our 2014 Summer Forum Chair: Adele Dietrich! Adele now has the reins, and will be leading the Dec 9th call.

Melissa reviewed the SF Committee status, and noted those Functions/Positions that are still open.

We've tried to capture more data for this committee every year, but in most cases, written job descriptions don't exist, but do exist via "pass down lore".

1. Social Media, Step and Repeat, Community Lounge: still seeking
2. Event Day Volunteers: Tiffany Coggeshall may be able to step into this in January. She is content to help with Sponsorships right now. THANKS Tiffany!
3. AFP Liaison: Adele is willing to take on this liaison role. THANKS Adele!
4. Philanthropist/Non Profit Leadership: still seeking

The committee spent some time discussing options to narrow the broad theme: Planned Giving Across Generations
With the commencement of some technical difficulties on Calliflower, Tiffany read some ideas/samples sent by Melissa ahead of the call. Of the 5 ideas, none sparked new ideas or directions, and the committee discussion ultimately gravitated toward "Shift Happens: Nurturing Philanthropy Across Generations." A consent round was conducted: All consented. There were no objections.

Melissa tried to share the sample design graphics, but the files would not show well on Calliflower, and technical difficulties increased. Melissa will send these samples out for committee review this month, and final decision on/before Dec 9th committee call.

Nicole read through the Board of Director "Successful Event Goals", and then the suggested committee metrics for success. There was some discussion about the meaning of the collaborative committee goal, the current status and viability of the sponsorship goals, the viability of the repeat SF committee volunteers and committee size targets. All agreed that the budget and graphic design metric should be adjusted to reflect a target of Dec 9th, and that the rest of the metrics seemed understandable, viable, and agreeable. A consent round was conducted, and the Committee Success metrics carried with no objections.

A small introduction to the concept of Learner Centric Presentations was given. This is a part of the success metrics agreed upon. Further detail and discussion can be added to the Dec 9th call, and if there are any issues, the metrics can be adjusted during that meeting. For now, this does provide the program sub-committee some further guidance for planning the presentations.

Adele agreed to set up the Program Subcommittee meeting for some time in November if possible.

A Closing Round was conducted. The general comments noted that the call went fast, the technical difficulties slowed us down, but did not completely disrupt the meeting, thanks to the advance information supplied ahead of the call.

The call adjourned at 3:37 pm.

Respectfully scribbled,

Melissa Kemp

Appendix

Quick Review: Outstanding Tasks: note, those DONE on prior notes will be removed from the next call agenda

10-1	All	Think about the broad theme: Planned Giving Across Generations, and e-mail ideas for how to capture it/narrow it/focus it, make it “catchy”	Done
10-2	All	Review the list of suggested Summer Forum Committee Success metrics, be prepared to comment/add/delete/ for a consent round	Done
10-3	All	Review the Draft Budget, gather questions, for a consent round	By Dec 9
10-4	All	Visit Our Volts: create a user name; sign in, enter hours	By Dec 9
10-5	All	Visit Calliflower; look for meeting e-invitation, find your PIN	Done
10-6	All	Review the 2013 Summer Forum Event Report	Done
10-7	All	Review Learner Centric Programming; prepare for call discussion	Done: repeat detail as requested Dec 9
10-8	All	Send potential SF sponsor contact names to Melissa and Steve Brock	Now thru Nov 25
11-1	MK	Embed OurVolts into PGRTAZ committee page	Nov 30
11-2	SB	Work with sponsorship committee members to follow up with outreach list by Nov 25 th .	Nov 25th
11-3	EK/RG/AD, programs committee	Set Nov sub committee meeting	On/before Nov 30th
11-4	AD	Plan Dec 11 th SF Committee Call Agenda	Dec 8th
11-5	All	Utilize PGRTAZ monthly meeting for committee shirtsleeves	Nov 12th
11-6	MK	Update Committee Success Metrics to reflect budget and graphic theme agreed upon by Dec 9	Dec 9
11-7	MK	E-mail all committee members the current samples for this years’ graphic design theme	ASAP
11-8	MK	Let graphic designer know about “Shift Happens” tighter event theme	ASAP
11-9	All	e-mail comments/thoughts/preferences about the graphic design themes	November