

2015 Summer Forum Steering Committee
Meeting Agenda: November 14, 2014 at 9:30am

Committee members

Attend ed	Committee Members (continued engagement)	SF Committee Focus	Organization	Email/Phone	Collaborate
Yes	Adele Dietrich	2015 Event Chair, AFP liaison	Arizona Community Foundation	ADietrich@azfoundat ion.org 602-682-2025	SF Cmmttee, AFP
		2015 Event vice chair			
No	Russ Goldstein	PGRTAZ President	US Trust Bank of America	Russell.goldstein@us trust.com 602-523-2924	Board
Yes	Peter Leifer	PGRTAZ Program Committee Representative	ValuesQuest	peter@valuesquest.c om 602-765-2224	Monthly Meetings
Yes	Adele Dietrich	Program Planning-chair	Arizona Community Foundation	ADietrich@azfoundat ion.org 602-682-2025	Monthly Meetings
		Program Planning – vice chair			Monthly meetings
Yes	Chris Sar	Program Planning	Phoenix Children’s Hospital Fdtn	csar@phoenixchildre ns.com 602-933-2670/480-2620-6785	Monthly meetings
Yes	Mallary Tytel	Program Planning	Healthy Workplaces	mallary@simplerulesf oundation.org 860-874-7137	Monthly meetings
No	Monica Malhotra	Program Planning		mmalhotra@suffolk.e du	Monthly meetings
Yes	Diane Jezek-Powell	Sponsorships Chair	Gomper’s Habilitation Center	Djezek-powell@gomperscen ter.org 602-283-3931	
No	Liz Kaplan	Sponsorships- Co-chair		LizKaplan11@gmail.c om 602-463-1240	
Yes	Tiffany House	Sponsorships	MasterTech Financial	tiffany@mastertechfi nancial.com 480-905-3260 480-242-9956	
		Sponsorships			
Yes	Lindsey Jackson	Communications/Messaging/PR /Social Media	BMO Harris Bank	Lindsey.jackson@bm o.com 480-348-7722	Marketing Collaborators
		Communications/Messaging/PR /Social Media			Phoenix Fashion Week
		Community Lounge			Sponsorships
No	Sierra Kamela	Marketing Collaborators	Hacienda Health Care	skamela@haciendain c.org 602-243-4231 X176	Programs
Yes	Tiffany House	Membership	MasterTech Financial	tiffany@mastertechfi nancial.com 480-905-3260 480-242-9956	
No	Nicole Powers	End of Day giveaways, 50/50 Raffle Nicole solicits item donations from organizations for the event day giveaways. These items are sent to Premium Organization’s office for packaging	Make a Wish Foundation	npowers@wish.org 602-792-3249	All committees
Yes	Stephanie Weadock	Event Day Volunteers	Premium Organization	info@pgrtaz.org 602-840-2900	Membership
No	Melissa Kemp	Sustainability and Learner Centric emphasis	Premium Organization	melissa@premiumor ganization.com 602-840-2900	

The link to recording of the call:

http://apps.calliflower.com/recording/download/63334?rec_key=7704380afdd72b889aed558d69b43b26914d97b6

Please refer to the recording of the call for detailed discussion. These notes are meant to capture mostly action items and highlighted matters of discussion for taking action.

Pre Meeting Attachments:

1. Planned Call Agenda
2. Calliflower User Information
3. 2015 SF Proposed Budget
4. 2015 SF Steering Committee Proposed Goals/Metrics
5. [Link to the Committee Reference Page on the PGRTAZ website](#)
6. [Link to the 2014 Summer Forum Debrief Notes](#)
7. Learner Centric Programming Reference Document

Adele called the meeting to order at 9:32am. An opening round was conducted.

Brief Introduction to the Calliflower Conferencing Tool (Stephanie)

- Audio only is an option (just like conference call services you are probably very familiar with)
- Each participant receives an invite via email – includes a link to join meeting online
- Ability to see who is on the call and who is speaking
- Calls are recorded
- Attendees were encouraged to keep their cursors off the screen as it moves the reference documents. Stephanie moves the reference documents for online view according to where the meeting is on the agenda, etc.

2015 Summer Forum: Mark your Calendars: Wednesday, June 3rd, Phoenix Country Club (Adele)

Tiffany suggested Desert Ridge Marriot as an option for the future.

2015 SF Proposed Budget

The proposed budget was presented and highlights were reviewed. After some discussion, a consent round was conducted. All consented to the budget as presented.

Successful Event Goals (Adele)

The PGRTAZ Board of Director goals for this event will be presented to the committee at a later date.

The committee owned goals for defining a successful event was reviewed. With the requested change to reduce the number of social media bloggers, etc. from 15 to 5, a consent round was conducted to adopt the metrics. All consented.

PGRTAZ Website for Committee Support and Committee Resources (Stephanie)

Stephanie noted the highlights of the SF committee reference page on the website and encouraged all to familiarize themselves with and use this resource.

Steering Committee members assigned/chosen sub-committee engagement (Adele)

Adele asked all to confirm their role and continue what they have been doing to make this the best committee ever:

- Active participation
- Be mindful of action items
- Track hours: Stephanie will request hours via email just before each monthly meeting.

Committee Reports: (Committee Chairs)

- Programs (Adele Dietrich)

The programs committee had their first meeting 11/12. The notes of this meeting are posted to the SF committee reference page for reference as needed.

- Sponsorships (Diane Jezek-Powell)
The sponsorships committee had their first meeting 11/11. The notes of this meeting are posted to the SF committee reference page for reference as needed. Note: The PGRTAZ board of directors favors an outreach to KJZZ/KBACH for media in kind sponsorship.
- Community Lounge (??)
The PGRTAZ board of directors favors reaching out to Goodwill for the community lounge in kind.

Calendar calls: Second Friday of each month at 9:30am (Adele)

- Next call scheduled: December 12, 2014 at 9:30am

A closing round was conducted.

Adele adjourned the meeting at 10:30am