

TGEI Steering Committee Meeting Minutes

January 14, 2010

January 14, 2010, Steering Committee Meeting

11:30-12:30

Call In Number: 615-741-2032

Members Present

Kandi Thomas
 Jerry Lester
 Doug Stephens
 Barbara Wall
 Debra Bloomingburg

Members Absent

Jamie Kilpatrick
 Jesse Neely

Members Present Via Conference Line

Mac Purdy
 Lamont Price
 Danielle Barnes
 Brian Senecal
 Melinda Williams
 George Zukotynski

Guests

Derek Martin
 Donna Jewell

AGENDA

Topic	Resolution/Next Steps
1. Review and Approve November and December 09 Minutes	Kandi will send any outstanding minutes from last year through email for review and approval.
2. Officers Discussion and Volunteers	Debra Bloomingburg volunteered to take over as treasurer from Jesse. No one volunteered to accept Secretary duties. Melinda agreed to take minutes for this meeting.
3. Discussed Meeting Dates/Locations	We will meet on the second Thursday of the month from 11:30 to 12:30 in the 15 th floor conference room of the James K Polk Building. However, location of the meeting will be subject to change to give those members who are outside of the downtown area an opportunity to attend a meeting. Brian suggested we consider restaurant locations and Melinda offered the facilities at Labor and Workforce Development.
4. Steering Committee Processes	We briefly talked about the need to document the various steering committee processes so that future steering committees would have “guidelines” for new committee members. The documentation could evolve through time.

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	<p>The processed to be documented include Planning of Events such as the Golf Tournament, Community Service Projects, Annual Training Conferences, and the Nomination/Election of Steering Committee Members.</p>
<p>5. Update of the Alumni Database</p>	<p>Donna Jewell from the Class of 2009 has volunteered to contact all TGEI classes to obtain email and other pertinent information to update the Alumni Directory. Donna gave a report of her status and continuing efforts. Donna will attempt to contact class reporters for current class information.</p>
<p>6. Opportunities for the Upcoming Year</p>	<p>We discussed our plans for the next year. We hope to reconnect with alumni. We briefly discussed options for Community Service projects during the year. We discussed our plans to review results from the Holiday Breakfast survey. We also discussed the Annual Conference and the need to start planning. Kandi and Lamont will meet with DoHR and TGMI to discuss the status of conference planning.</p>
<p>7. TGEI by-laws</p>	<p>Derek Martin, Class of 2009 brought to our attention a section of the by-laws that needed clarification. We asked all members to review the by-laws and be prepared to discuss at the next meeting. The section specifically had to do the class reporters and whether they were to be elected annually by their classes.</p>

Meeting adjourned at 12:30 p.m.

Next Meeting February 11, 2010, 11:30-12:30 in the James K Polk Building, 15th Floor Conference Room.