

TGEI Steering Committee Meeting Minutes

November 13, 2012, 3:30pm, Bureau of TennCare, 3rd Floor Atrium

Members Present:

Tony Mathews, Chair
Tammy Gennari, Vice-Chair
Felenceo Hill
Donna Jewell
Derek Martin

Bridge Line Attendees:

Penny Austin
Gerry Boaz
Sharmila Patel

Members Absent:

Sandra Gray
Carolyn Head
Lamont Price
Thomas Robinson
Cathy Salazar
Barbara Wall
Macel Ely (UT)
Tom Kohntopp (UT)

Approval of Prior Meeting Minutes:

As a quorum was not present at the prior meeting, the minutes for the September and October meetings were approved unanimously.

Continuation of Old Business

As a quorum was not present at the prior meeting, the approval of the committee to allow Derek to go ahead and work with the State Parks System as the caterers for the Holiday Breakfast was done through email. The majority of the committee had responded to voice their approval with no dissenting votes.

Account Balance Update:

Derek reported that the Association maintained checking and savings accounts with a combined balance of \$641.80. Tony asked Derek to reconcile the current balance to what had been the last reported balance. Most activity had been related to the holiday breakfast (both receipts and disbursements).

Gerry asked what was considered the Association's biggest fund-raising event. Tony and others indicated that we probably rounded up fees in the past to ensure that we had enough funds to cover costs. The golf tournament had been the largest fund-raising event in the past, but it has not been held for several years.

Holiday Breakfast:

Derek reported that he has arranged the menu with the State Parks System. Orange juice has been added to the menu. Tony reported that the cost of the breakfast should be \$12 in order to cover the food costs and the gratuity. He also recommended that there be no forced contributions included in the price of the breakfast. Contribution jars will be set around the tables to allow for the collection of funds for St. Jude Children's Hospital. If the funds

collected do not reach \$100, the Steering Committee will use funds from the Association's savings account to make up the difference.

We then discussed the logistics for the Holiday Breakfast. Last year, Derek and Peggy Naifeh did much of the decorating, while Penny prepared name tags. Tony will contact Peggy to discuss what needs to be done in regards to decorations.

Gerry stated that we needed to arrange the room to better suit the number of attendees. Since the set-up will be the day prior to the Breakfast, we should have a good idea as to how many will attend. We will plan to set up enough tables and chairs to meet the number of attendees plus a reasonable number of extras (possibly 10%).

Felenceo and Derek will take the lead on the set-up. Derek stated that we may need to purchase a few table runners for the event. Tony and the others indicated their willingness to donate a reasonable amount of money for the purchase of those things. Derek indicated that he will donate hash brown casserole and sausage bites.

Items that will be needed on the day of the event: Video from St. Jude (Tony has a contact there), a projector/screen/laptop (Tammy thought that she would be able to borrow one from TennCare), and jars for the contributions (we may need to purchase these).

The subject of door prizes was raised. Derek has some DOHR things (caps, etc.) left over from previous events. Macel may have some UT items that could be used. In addition, we need to purchase a few gift cards. We then discussed raising the cost of the breakfast to \$15 in order to purchase these items. We determined that \$15 was not unreasonable for the event.

We need to extend a formal invitation to Commissioner Hunter, Dr. Tom, Macel and Mary Jenks for the Holiday Breakfast.

TGL/TGEI/TGMI/LEAD

After the Fall Conference last week, Gerry raised the issue of TGL. Are we all (TGEI/TGMI/LEAD) going to be under one umbrella or many? Sharmila reported that Commissioner Hunter and Trish Pulley unveiled their strategy for TGL at the Fall Conference. They want representatives from all three leadership programs to serve on a rotating council and plan to reveal more about the strategy in January. However, Tony reported that he and others had raised concerns with this plan in an earlier meeting with Trish. The plan then was to have 3 representatives from TGEI, 3 from TGMI, and 2 from each LEAD alliance (currently, there are four alliances).

Gerry and Tony both indicated that we need to have a strategic vision of what our Association is and how it serves our members prior to the discussions of TGL. Felenceo stated that she would still like to see some individuality among the groups.

Tony suggested that Tammy have a meeting early in 2013 to discuss the future of TGEI and the results of our survey (see below for more information) with Trish and Macel.

Member Survey and other Member Communications:

Tony and Tammy tweaked the survey originally prepared by Barbara. Tony read the questions and answers to us and a few suggestions were made. Donna will send out an information packet that includes the survey, the Holiday Breakfast registration, and the request for nominations this week. Survey results will be collected by Donna, but will be forwarded to Tony and Tammy for compilation.

Many people have retired or left state government recently. As a result, Donna asked about adding something to the email regarding other contact information. Tony suggested that she send a listing of those for whom we need contact information. Donna will compile this information and send with the survey.

Dates for nominations and voting were discussed. As nominations tend to take the longest, more time was recommended for this process.

2012 TGEI Week 2, October 29th, Ambassadors:

Tony reported that he and Tammy visited with the 2012 class and explained the Alumni Association. The Class did hold elections.

Other Business:

Tony and Tammy will be assisting with TGEI graduation on November 29th. Sharmila and Felenceo will also be on hand that day to assist in any way necessary.

Action items before next meeting:

- Donna will send the minutes for the November meeting for review/correction.
- Tony will contact St. Jude about getting a video to be running during the breakfast.
- Tony will contact Peggy Naifeh regarding decorations for the breakfast.
- Tammy will procure a laptop/projector/screen to run the video.
- Tammy will contact Macel regarding possible door prizes.
- Tony will contact Commissioner Hunter, Tom Kohntopp, Macel Ely and Mary Jenks to extend a formal invitation to attend the Holiday Breakfast.
- Tony and Tammy will finalize the survey, breakfast registration, and nominations communication and send to Donna.
- Donna will send out the information packet and collect the results. She will forward the survey and any nominations to Tony and Tammy.

January Agenda Items (preliminary)

1. Survey results
2. Account balance update
3. Social media discussion (Facebook vs. LinkedIn, public or private group, etc.)
4. Ideas for updating the website (removing old information and adding new information)

Next Meeting:

To be determined later