



THURSTON COUNTY STEERING COMMITTEE
Compassion of Individuals, Power of Community



Minutes

May 8, 2013; 2:00-4:00 p.m. at L&I; Room S118

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

Documents Provided: Annual Report, Leadership Breakfast Volunteer Sheet, 2013 Roster

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

Agenda:

Time	Agenda Item	Presenter	Notes/Action Items
2:00 – 2:05	Announcements	Melissa/Cindy	<p>Welcome new TCSC Member, Ryan Betz, who joins us from the Board of the Boys and Girls Club of Tumwater and Staci Phillips who joins us from Department of Labor and Industries.</p> <ul style="list-style-type: none"> • Set-up for the <i>CFD Leadership Breakfast</i> is on 5/20/13 @ 3:00 p.m. Please join us if you're able to help with set-up. <p><i>CFD Leadership Breakfast</i> is on 5/21/13 on the 1st Floor, in the Columbia Room - Legislative Bldg. from 7:00-9:00 a.m.</p> <ul style="list-style-type: none"> • Set-up for the Boys and Girls Club, <i>Foundation for the Future 2013 Breakfast</i> is 5/29/13, at St. Martin's around 10 AM. <p>The breakfast is on 5/30/13 from 7:00-9:00 a.m.</p> <ul style="list-style-type: none"> • If you have not already signed up and wish to attend, e-mail Philip at philip.kerrigan@sos.wa.gov so that he can get a count of everyone. <p>5/29/13 – Is the deadline for Article submission to</p>



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			<p>the FTE, by 3:00 p.m. For more information on these events please see the attached <i>TCSC Newsletter</i>.</p> <ul style="list-style-type: none"> • Sign-up sheets for these events were provided at the meeting. Please contact Melissa, if you weren't able to sign-up at the meeting. Thank you! <p>We are still actively seeking TCSC Volunteers. Sherry has two interested candidates who may join, from the DOH. Cindy asked <i>that if you know anyone interested in joining us, please take an application for them</i>. Applications are available on-line: http://www.cfd.wa.gov/county/thurston/steering-committee.aspx Choose the 'application form' and e-mail the form to: cfid.tcsc@gmail.com.</p> <p>Randy Ryan plans to join us as a charity volunteer and Kelsey Hulse may do so as well.</p>
<p>2:05 – 2:25</p>	<p>Getting to know your fellow TCSC Member</p>	<p>Kelli/Julia</p>	<p>Kelli and Julia presented a new form for discussion on <i>Getting to know your fellow TCSC Members</i>. Each member present discussed a few of their selected answers to the questions provided on the form. Kelli would like to keep information on a spread sheet so that new members coming in will be able to get to know our team quicker and also for some of our longer term members, as well. This was a fun exercise and we are all looking forward to getting to know each other better. We'll add this information to the TCSC Committee Roster.</p> <p>Action Item: Kelli will update the form with a few changes discussed at the meeting and e-mail it out to everyone for completion by the end of the month. Please return your electronic form to Kelli before the next meeting on June 12. We would</p>



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			greatly appreciate it!
2:25 – 2:35	Committee 2013 Overview/Sign-ups	Cindy/Melissa	<p>Last year we added charities to the agency level CFD Kick-off events, helping agencies bring charities' to staffs' attention. There was a lot of positive feedback. Staff got more attention at these events and we had an increase in on-line payroll donations. We plan to hold charity fairs and invite charities to agency level kick-off events.</p> <ul style="list-style-type: none"> • Leads for each event will let the committee know what they need, and sign-up sheets will be available at each meeting. <p>The Motorcycle Ride is scheduled for the third Saturday of the month on August 17, 2013. This year will be the fifth year of putting the ride together. We are in the beginning planning stages of the ride and need as many volunteers as possible!</p> <p>The committee also assists in training CFD coordinators each year. It is a great way to get people excited about the upcoming campaign and a good opportunity for charities to get involved and get their messages out to state employees.</p> <p>We also host the annual recognition event for CFD Volunteers. We just completed this a few months ago for last year's volunteers. The event went very well and we received a lot of positive feedback. We will begin to look at our award applications etc. in the next few months in preparation for promotion at our upcoming trainings for CFD Campaign Leaders and CFD Local Coordinator Training.</p>
2:35 – 2:50	PSRW/Charity Fair Updates & Needs	Philip/Sandy/Beverly	<ul style="list-style-type: none"> • Charity Fairs – Sandy & Beverly are our co-chairs for this event. • PSRW went very well; there was a lot of charity participation at this event, which was great!



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			<p>We will now begin to work on the smaller charity fairs for the 2013 CFD Campaign.</p> <p>Action Item: Sandy will create a sign-up sheet and hand-out for this event so that we can solicit participation from the campaign leaders at the Leadership Breakfast and upcoming trainings.</p>
2:50 - 2:55	Break	ALL Members	
2:55 - 3:05	Leadership Breakfast Updates & Needs	Philip	Sign-up sheets were provided during the meeting and will be sent out with the minutes.
3:05 - 3:40	Motorcycle Ride Updates & Needs	Pam/Dawn	<p>The TCSC is the only county committee that holds fundraising events. Last year we had two events and will only have one this year, for the 5th Annual TCSC Motorcycle Ride. It's very similar to a poker run, with each rider obtaining stamps from the charities on their cards.</p> <p>Motorcycle Ride – Pam Scott, Co-Chair. The event will be held at the Lucky Eagle Casino, in Rochester. <i>We need volunteers for this event!</i></p> <ul style="list-style-type: none"> • Typically T-Shirts are included in the cost of the pre-registration. Day of registration does not guarantee that a T-shirt will be provided to the riders. This is an incentive to get folks registering early! • The group needs to work on sponsors and donations to help cover the cost of the T-shirts and/or review the registration fee to ensure the cost of the shirts is covered. <p>Action Item: Pam will send a list of businesses that should be contacted about sponsoring the event so that committee members can assist in reaching out to them.</p> <p>Action Item: Sherry will work on the flyer for this year's ride that can be used when talking with businesses about sponsoring the event.</p> <ul style="list-style-type: none"> • The ride will be shorter this time with only four



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			<p>stops: (Capitol – CTW – Tenino Park – Lucky Eagle) and will end at noon, at the Lucky Eagle Casino.</p> <p>Action Items: Philip is confirming CTW participation.</p> <p>Action Item: Cindy will talk with Honda and AARP (oldest rider award) about sponsoring the event again.</p> <p>Action Item: <i>Everyone should ask for ‘Give-a-Ways.’</i> We need sponsorship for this event!</p> <ul style="list-style-type: none"> • We will provide free advertising on our website and on our T-shirts and flyers. For a donation of \$50.00 or more, the business name will be added to our T-shirts. • We are need items donated, such as T-shirts and printing, or for a business to sponsor the purchase of the T-shirts and printing. Or, a combination of several businesses sponsoring the purchase of the T-shirts/printing, for \$100 donation for several businesses. • Pit-stops only, will have their logos printed on the T-shirts, or for a donation of \$200 or more. All other donations of \$50 or more will have their name included on the T-shirt. <p>We need to have the T-shirts in time for registration. We want awards/prizes donated too.</p> <p>Action Item: Pam will give the route to Cindy and Melissa. Melissa will contact Philip after Pam gives her the route information.</p> <p>A ‘Save the Date’ for the motorcycle ride will be on the SOS website, soon.</p>
<p>3:40 – 3:45</p>	<p>CFD Training (Possible Dates/Locations)</p>	<p>Philip/Sherry/Julia</p>	<ul style="list-style-type: none"> • Local Coordinator Training – Sherry & Julia will co-chair. Dates are still to be announced.



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			<p>Once the SOS holds the CFD Campaign Leader Training, then we'll set the dates for the CFD Local Coordinator (LC) Training. We will have two charities that will speak to the LCs during each training session.</p> <ul style="list-style-type: none"> • We will hold training at two different locations again, this year, the same as last year. • <i>Volunteers are needed for this event!</i>
3:45 – 3:55	Recognition Event	ALL Members	<ul style="list-style-type: none"> • CFD Recognition Event – Sandy & Julia will co-chair the nomination process (forms-update). This event is to thank CFD Volunteers for their fundraising work. This year was the first time an evening event was held, for recognition of last year's campaign, in 2012. • Our focus for the 2013 event will be on the review of awards and format of the application. Our goal is to have any changes completed by the Campaign Leader training. • Cindy and Melissa will talk with Philip/SOS about the location of the 2013 event. We may have the same venue as last year, held at the Lacey Community Center. There was plenty of available parking and it was a beautiful location.
3:55 – 4:00	Roundtable	ALL Members	<ul style="list-style-type: none"> • Beverly Ubias is interested in asking her agency to host the 2013 CFD Masquerade Ball. She's asking for support from the committee. Cindy and Melissa will touch base with Beverly and ask her to put something together to present to the committee. The committee has already voted not to take on this event in 2013 or 2014 but if an agency is putting on the event and is asking for support, it will be up to the committee to determine the level of support it is able to provide. We would ask any agency wishing to do so to provide a request/



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			<p>presentation for consideration of the group.</p> <ul style="list-style-type: none">• Networking – the June TCSC Networking event will be hosted by Lori, at Emperor’s Palace, after next month’s meeting, on June 12.• Kelli will be planning the next networking. More information TBA.
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Next Meeting: June 12, 2013; 2:00-4:00 p.m. @ L&I