

Committee Meeting Minutes February 2, 2010

Topic	Committee	Type	Description	Committee Member
Introductions 6:00 - 6:05	Executive	Information	Name, Job, Committee, and Committee Role for all attendees	Josh Stewart
Focus Group Meeting Summary Presentation 6:05 - 6:15	Executive	Information	Details of focus group, clearly defined goals, different ideas	Josh Stewart
	Executive	Information	AYP Vision Renewal Page: Strengths, Opportunities, Questions, Challenges (stars has the most votes for "most important points")	Josh Stewart
	Executive	Information	Strengths: Chamber, leadership group, diversity	Josh Stewart
	Executive	Information	Challenges: Confusion of Chamber's involvement, getting the word out about the group, committee meetings led to little actions, too few defined roles, no ownership of tasks,	Josh Stewart
	Executive	Information	Questions: how can we break up cliques?,	Josh Stewart
	Executive	Information	Opportunities: business professionals in community--mentors,	Josh Stewart
	Executive	Information	What's working: number of members, social aspect	Josh Stewart
	Executive	Information	More Challenges: How to get the community involved with us (community service project)	Josh Stewart
	Executive	Information	New ideas: online presence, info/tech committee well defined, Daniel does a great job with Facebook, Kurtis does great graphic designs, Selwyn will be heading up a member database, new monthly e-newsletter (Jessica Ross)--member profiles, short term calendar, community service, mentor program, new lunch and learn series, educating people on how to network, help members find value in the group, better communication from us to the group	Josh Stewart
	Executive	Information	Wrap up of focus group: tweaks to mission and vision statement, supporters for the group include: chamber, USCA, sponsors, members, steering committee	Josh Stewart
	Executive	Information	New meeting dates are going to be held on 3rd Thursday of every month	Josh Stewart
	Executive	Information	Steps left to take: everyone needs defined goals to accomplish this year, develop a 12 month plan/calendar that show balance of social and business networking, finding champions for new ideas and new committees, creating a framework for the new website, establishing a significant and worthwhile community service project	Josh Stewart
<i>Response to focus group results summary</i>	Membership/Sponsorship	Idea	New idea: take some of the more timid members by the hand and make them feel more comfortable meeting new people and helping them network	Dana Cook
	Membership/Sponsorship	Idea	Suggestion box for those who would have wanted to see something different	Arlo Walker
	Executive	Information	Satisfied with focus group facilitator? everyone felt he offered great insight; maybe something to try to reproduce internally each year	David Jameson
State of the AYP Address 6:15 - 6:30	Executive	Information	We need an emphasis on structure and communication: e-newsletter, website, announcements	Josh Stewart
	Executive	Action	We need an emphasis on delegation and involvement for everyone on the committee (specific role for each committee member) Committee needs to take ownership of creating specific roles for all members--each person having a well defined role and tasks-- All committee chairs need to take action in defining roles--go through committee member list and assign role to each member--via e-mail or individual committee meetings--have complete by FEB 16	Everyone

	Executive	Action	Committees take ownership of each task--no committees need to be micromanaged but do let outside committee members how they can help. No approval needed necessarily. Set clear goals for the year. Each committee set several goals that can be reached--clearly defined.	Everyone
Event Committee Status 6:30 - 6:35	Event	Information	Events on 3rd Thursday of every month, this second event will be more of a networking event--internally we will lean towards either social or business networking, but will not advertise them as such (6pm to 8pm every month)	Jason Rabun
	Event	Information	Goal: finish 12 month calendar within the month	Jason Rabun
	Event	Information	3rd Thurs in Feb: Houndslake--first part of the event will be a rehashing of our strategic planning session, let our members know we care and that were working. Appetizers and discounted drink specials.	Jason Rabun
Lunch and Learn Committee Status 6:35 - 6:40	Lunch & Learn	Information	Timeframe: 12pm to 1pm but we will address the day the event is held (Were held on Thursday but SRS employees can't participate, Friday better?--Response: probably not)--topics on financial advice	Russ Padgett
	Lunch & Learn	Information	First event will most likely be held in March	Russ Padgett
	Lunch & Learn	Information	New ideas: location for Lunch and Learn should be held in the same location each time instead of jumping around	Russ Padgett
	Lunch & Learn	Information	Question: Are we expecting to turn profit or cover costs on Lunch and Learns? If just covering costs, we may could hold event in the same place each time instead of having sponsor for each lunch and learn	Russ Padgett
	Lunch & Learn	Idea	May be a good idea to hold at the same place each time--central location--first L&L at Chamber, Veracity maybe a second location	Josh Stewart
	Lunch & Learn	Action	Look into Veracity as a location	Russ Padgett
Info/Tech Committee Status 6:40 - 6:45	Information/Technology	Information	Member directory (Selwyn will be spearheading). We may try to integrate it into the Chambers directory but keep it separate--with links to company websites and more	Dave Fallaw
	Information/Technology	Information	On-line directory or downloadable file for directory	Selwyn DeLoach
	Information/Technology	Information	Blog, pictures, video profiles of members, idea message board for website, updating member profile more regularly--multiple members in rotation on member profile for each month	Dave Fallaw
	Information/Technology	Action	All members submit personal profile to Dave for member profile--preview Dave's on the website currently for formatting and information you should include	Everyone
	Information/Technology	Action	Members without professional picture--schedule appointment at Lista's and the photo will be sent and billed to Chamber	Everyone
	Information/Technology	Idea	Any other events going on around town that should or could be added to our calender (even outside AYP events) since there is no centralized place to see whats going on around town	Dave Fallaw
	Information/Technology	Action	Gather ideas for a page of links that may be useful to young professionals: where to shop, where to eat, where to play golf, where to get utilities, etc--thoughts to Dave Fallaw	Everyone
	Information/Technology	Idea	May integrate those links (above) into Chamber's page	David Jameson
	Information/Technology	Information	Working to get more photos and have them posted sooner	Dave Fallaw
Reponse to Info/Tech Status	Information/Technology	Idea	Event on outlook--easy to put out there and e-mail events	Clay Ingram
	Information/Technology	Idea	Someone needs to champion videography--Selwyn can tackle the video but will need to hand over the directory to another committee member	Selwyn DeLoach

	Event	Action	Jason--get events information to tech committee (as soon as something is finalized, get it to the tech committee so they can send info out) also, they can schedule times to send out information every week or month	Jason Rabun
	Information/Technology	Idea	Differentiate our AYP e-mails from Chamber e-mails (newsletter would be after committee meeting but before event meeting) it should go out the same week of steering committee meeting since it will become the main source of information for members--per David Jamison's suggestion)--	Jessica Ross
	Information/Technology	Action	To make the newsletter more automated--have deadline for each committee to get information to tech committee so they have all information at once--set that date of the month that the information is due to tech committee (Dave Fallaw: fallawdj@aol.com)	Dave Fallaw
	Information/Technology	Action	Send David e-mail if you are willing to be on intro video or video profile	Everyone
	Information/Technology	Idea	Add links to website about our community service project or other non-profits	Clay Ingram
Community Service Committee Status 6:45 - 6:50	Community Service	Information	Approached by Kelly Findly to participate in Children's Place's Celebrity Waiter night -May 10; we will need 10-15 volunteers and all proceeds and tips go to Children's Place. Committee members will wait and then reach out to members to fill seats at 6pm and 8pm dinner times (180 people for entire night). We just need to get the people in the door--we will need to differentiate ourselves from other restaurants--can raise the most \$ that way. Soiree has approached us to sponsor them	Neelie Godbee
	Community Service	Action	Need shirt sizes if you want to participate--Black t-shirt	Neelie Godbee
	Community Service	Action	Clay can help with raffles since he helped last year	Clay Ingram
	Community Service	Action	How do we integrate the rest of the AYP members to help with community service-- poll members at next meeting or via e-mail	Neelie Godbee
	Community Service	Information	4 big community service projects (1 per quarter)--space them out as much as you can--or we may even need to choose 1 meaningful project. Dana researched Helping Hands and will be building a new dormitory... (per David Jamison--take on one MAJOR project, even if it takes a while to find that one) May or may not repeat every year	Neelie Godbee
	Community Service	Idea	Start smaller until we find what we need to invest our time in--even if its 2 smaller events to start with this week	David Jamison
Membership/Sponsorship Committee Status 6:50 - 6:55	Membership	Information	Count of members after this membership drive: 167	Josh Stewart
	Membership	Action	Membership card for members-- Shane is new chair and will be working with Josh and Jason to get up to speed and create new ideas	Josh Stewart
	Membership	Information	\$7500 worth of corporate sponsorships	David Jameson
	Membership	Action	Sponsors for website--old sponsors who didn't pay this year should be taken down off the website-- Jason will get information to Dave	Jason Rabun