



## Board Meeting Agenda

**Date:** December 19, 2016

**Location:** 291 Main Street in Minturn, Law Offices

**Document Name:** Board Meeting Agenda 12/19/16

### Board in Attendance:

- Tricia Swenson, Program Director
- Stacey Allen, Treasurer (Appearing by phone)
- Laura Waniuk, Membership Director
- Melissa Decker, Vice President
- Mel McKinney, Marketing/PR (Appearing by phone)
- Karen Perez, Member at Large (Appearing by phone)

### Board Member Absent:

- Lori Gleason - President Stacey
- Jessica Woods, Secretary

### 1. Vice President – Melissa

- Larkspur for January 11th
- Vista in Arrowhead for February 8th
- Annapurna for March 8th - speed networking
- Discuss increasing the budget for the Holiday Soiree for next year

### 2. Programming - Tricia

- Recap of December event, Survey results and Comment Card feedback:
  - Survey results 22 out of 46 responses.
  - Guest most bought ticket - 10
  - How did you hear about the event? Newsletter (7), Invitation (4), VVP Newsletter (1), Vail Daily (1), Member (4), Colleague (1), Friends (3)
  - Comments: need more food; Melissa stated that she adhered to the same budget as last year, people need more food so maybe we need to look at other places.
- The Board discussed the soiree at length, including the following topics:
  - A couple of things didn't get bid on, and there are outstanding items that people won but didn't pay.
  - Karen P needs to figure out how many volunteers she needs and work closer with the committee chair
  - Melissa: Overall it was a great night, but we need to look at the budget and see if we are able to spend more, maybe use less expensive locations throughout the year to offset?
    - People were happy with the food at the Remedy at the open house, is that an options?



- Others agreed with raising the budget a little for the soiree, maybe have a center of the room buffet instead of passed apps
- Mel: Confusion about ads in the Vail Daily this year, will promote more next year.
- Melissa: Suggested that we need more “members only” events – perhaps at the remedy? Perhaps have the Soiree/gen admin events at a lower end location, like the Saloon, or hold it there during the year.
  - It's nice that businesses donate things at the last minute, but it's hard to get all the check out sheets and prepare for the auction itself.
  - We need to have more signage depending on location of event, and more ways to incentivize being a member
- Karen: The auction ending could be improved. Committee members need to have a little more communication during event.
- New ideas are welcomed for 2017 Soirée
  - For example - one of the processes that could be done better and sooner, once the committee members have their items, they can create the bid sheets as they go instead of leaving them to the day of.
  - Also, instead of calling people's names, then highlight their names so people could see what they won.
- Laura: We need to set goals for attendees and \$\$\$ for 2017 Soirée
  - Check out process went well, but look at the process for 2017 to see how to improve even more
  - Presley ended up selling raffle tickets the whole event, schedule volunteers to work some of the event, like a 30 minute shift so people can have a break.
- Tricia: Is it a good idea to collect the person's credit card at the start of the event? Offer that option to guests when they check in at the start of event
  - Question about the projector and why the names didn't work.
  - Consider using a nicer sounding bell for the event instead of cowbell and whistle.
  - Nice having Sherri speak about Bright Future Foundation.
- Any time frame on when email addresses can be uploaded instead of manually?
  - Laura requested the login and password for survey monkey
- Upcoming events:
  - Jan. 11th Christine Pierangeli
  - Feb. 8th Dr. Jill Squyres
  - March Speed Networking
  - Other speakers in the queue:
    - Kimberly Alexander (career coaching), Amy Arthur Packer (work-life balance), Barb Waters ("Get Out of Your Own Way), Kris Sampson (cancer prevention diet). Lots of leads from Hollie Clere.
- Spotlight Speakers - put out the ask in our newsletter?



- P2P - I think I still need to be set up for that form of reimbursement
- Other venue ideas:
  - Tara Novak - would be happy to host in her art studio
  - Also perhaps do a meeting at Ace Hardware - do it yourself project
  - Alpine Arts Festival location in Edwards
- Montanas in Avon, El Sabor, Vendetta's basement – they don't rent it out during the winter

**4. Marketing / PR – Mel**

- Draft newsletter by end of the month
- Ideas /spotlight speaker break out separately
- Highlight January event
- Notes on January newsletter

**5. Treasurer - Stacey**

- Proceeds from Holiday Soiree - See sheet
- Tell people to bring cash next year for the power ticket drawings for the 50/50
- Presley was selling power tickets with credit card

**6. Membership – Laura**

- Active membership Update
- 2016-2017 recruitment plan update

**7. Member at Large – Karen:**

- No agenda items rcvd

**8. Secretary – Jessica**

- XXX

**9. President – Lori**

- Strategic Assignment - Assign due dates for January meeting

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**Next newsletter release:** Copy due: Wednesday November 21 noon

Release: Wednesday December 28th .(last Wednesday of month)

**Next event:** Wednesday January 11. Location: Larkspur

**Next board meeting:** Monday January 16 – location TBD 5:45-7:30

**Next invite post sent:** Save the Date: December 21st (2nd to last Wed of month) ; Reminders: 1/4/17 (always 1 wk prior), 1/9/17 (always on Monday of event wk)