

## SPARK Regular Session Meeting Minutes – April 17, 2014

The Regular Session Meeting of SPARK was held at the Boys and Girls Club Training and Resource Center at 6:19PM on Thursday, April 17, 2014.

PRESENT: Adam, Natalie, PK, Mahvash, Steven, Brian, Ariq, Tim (and Lexi), Brad, Nicole, Jon, Jeff

MINUTES – No Abby, so no minutes from the previous meeting.

MEMBERSHIP – If you haven't paid your dues yet, you should.

<cough>PK</cough>

SOCIAL – Working on the golf event, scheduled for May 17. Everything is posted online on the website, Eventbrite, and Facebook. We're shooting for between 36-50 people, hoping to maximize that. Price will include 9 holes of golf, a free drink ticket, and free lunch. The group discussed promotional offerings at the event including massage people, Honest tea, etc. Food vendors were also discussed. Pre-canned communication snippets for Ambassadors to share on Facebook/Twitter/email have been created and will be distributed shortly.

### ❖ SPARK OPEN GOLF TOURNAMENT

- Saturday, May 17, 2014 – 11AM
- SAIL HO GOLF COURSE @ Liberty Station
- 9-Hole Scramble (Par 3 Course)
- Registration opens at 10am, shotgun start at 11am
- Putting contest opens at 10:15am
- \$55 per golfer (prior to May 7, \$60 after)
- Lunch only - \$25

### ❖ Informal Happy Hour at High Dive on Morena Blvd.

- Friday, April 25<sup>th</sup>, 5:30PM

SERVICE – Discussed a few upcoming events

- ❖ Career Day, Linda Vista Teen Center
  - Looking at dates, targeting May. Looking for volunteers at this point. Potentially Thurs May 29 or Fri May 30.
- ❖ Brad is no longer a co-chair for Service; Jeff will be helping as new co-chair.
- ❖ Painting at the Oaks Branch went really well. SPARK perks were given out to 2 of the attendees (gift certificates).
- ❖ Ashford and Bridgepoint are doing an event at one of the branches.
  - Saturday, April 26<sup>th</sup> (time, TBD)
- ❖ May 5<sup>th</sup> and May 6<sup>th</sup> – Ashford/Bridgepoint 5<sup>th</sup> Annual Employee Volunteer Fair

- Bringing together lots of different groups to educate their employees of what volunteer opportunities are available to them
- SPARK needs volunteers to help take 1 hr shifts at a SPARK booth. Contact Brad for more info.
- Invite the people you meet at the booth to an upcoming event.

MARKETING – [Will was not in attendance. No update.]

COMMUNICATIONS – Please invite your friends to the SPARK events on Facebook to help spread the word. Looking forward to working with Will, hoping to get a few new Ambassadors to help out with Communications to help Mahvash with ideas and communications.

WEB SITE – Tim needs all the exec bios. Something like: name, where you work, position, why you joined SPARK, something funny or anecdotal. All the stuff we're talking about for Service is not on the website.

BUDGET AND FINANCES – Getting together all expenses and projecting expenses for the year. Currently estimating 4 new/renewing members per month (\$400). Looking ahead, trying to anticipate expenses. Tim will talk to Susan and make sure we're tied in with last year.

PRESIDENT – Talked about our current format of running meetings, with subcommittees meeting prior to the meeting. Ideally, we will have a marquee event in the fall. Also, instead of individual committee meetings, we may focus all of the group's attention on one idea. For now, we'll try to brainstorm at happy hours. One potential idea for a marquee event is similar to a reality show – “branch makeover wars” where teams compete to makeover the branch offices, followed by a social event afterward.

MISCELLANEOUS – Discussed deadlines for communications.

MEETING REFRESHMENTS – Tim to bring drinks, Mahvash to bring snacks.

NEXT MEETING – The next meeting is scheduled to take place at the Clairemont Resource & Training Center at 6:00PM on Thursday, May 15<sup>th</sup>, 2014.

ADJOURNMENT – The meeting was adjourned at 7:30PM.

#### AMBASSADOR ACTION ITEMS

- Don't forget to sign up for the golf tournament!
- Make sure you spread the word about the golf tournament and invite your friends. Use the snippets created (coming soon) to make it easy for you!

- Attend the Happy Hour on April 25<sup>th</sup> at High Dive on Morena Blvd in Bay Park. Feel free to bring friends!
- Let Natalie/Jenifer know if you are interested in helping w/ the Career Day at the end of May.
- Contact Brad if you're interested in helping out at the Volunteer Fair at the beginning of May. We need to fill 8 one hour slots from 10:15am-2:15pm on May 5<sup>th</sup> and May 6<sup>th</sup>.
- Please invite your friends to the SPARK events on Facebook to help spread the word!
  
- SERVICE to put together communication regarding Career Day event for Mahvash to send out.
- {someone} to put together marketing materials to bring to the Employee Volunteer event booth
- SERVICE to send information for the upcoming service events to Tim for the Web site
- Nicole to send budget template for social events to Tim