

**SPARK**  
**Regular Session Meeting Minutes**  
**October 16, 2014**

The Regular Session Meeting of SPARK was held at the offices of Donnelly Wealth Advisors at 6:05 p.m. on Thursday, October 16, 2014.

**PRESENT**

Abbey Brown, Nicole Carr, Steffany Hamilton, Jeff Ludden, Tim Norris, Brad Owen, Gina Smith, Adam Werner, Greg Kennedy, Mahvash Khan, Heather Sipan, Jenifer Pratt, Colby Stolze, Meghan Despain, John Montgomery, Stacey Shea, Emma Stanner, and Kelly Cochran

**MINUTES**

A motion was duly made and seconded to approve the minutes from the September 18, 2014 meeting. Motion carried unanimously.

**MEMBERSHIP**

Adam reported that one new ambassador has joined since last month. Adam discussed the various committees available for new members to join.

**SOCIAL EVENT UPDATE**

Brad gave an overview of the Peers and Beers guided beer tasting event to be held at Real Food & Spirit on November 5<sup>th</sup>. This will be a joint event with the Notre Dame Club and the San Dieguito Boys & Girls Club Junior Board. Tickets are limited to 100 and the event is expected to sell out. Sponsorships are available for drink rounds, food, and a presenting sponsor. A few of the drink rounds have been sponsored already.

Nicole presented three potential experiences for ambassadors to give feedback on for the holiday toy drive.

- (1) Brewery option - event to be held at Mission Brewery. Live music is not available and there is no separate space so the event would be mixed with the general public, but food trucks could be brought in. Atmosphere will be very casual with football on T.V. and games like foosball would be available.
- (2) Fancy happy hour option - event to be held at a bar like Vin de Syrah or Analog. Both venues allow live music
- (3) Casual happy hour option - event to be held at a bar like Quality Social or Tin Roof. Venues allow for live music.

A poll was taken and the results were 2 brewery, 5 fancy happy hour, and 6 casual happy hour. Thursday December 4<sup>th</sup> is the preferred date over earlier in the week.

Nicole suggested that ambassadors might want to collect toys for the toy drive at work. A flyer will be coordinated with the marketing committee.

**SERVICE EVENT UPDATE**

Jenifer discussed the pumpkin decorating event on October 24<sup>th</sup> 4 - 6. The event will be held at the Escondido branch and 110 - 120 kids are expected. Teens will do carving and younger kids will have decorating kits. Gina thanked Jenifer for donating the supplies for the event.

Jenifer discussed the Thanksgiving basket event. Food baskets will be assembled at the next SPARK meeting on November 20<sup>th</sup> for 10 needy families. Stacey will look for partnership opportunities to get funding for an additional 5 baskets. Ambassadors will bring food for the baskets and can be reimbursed. An eventbrite will be sent out for ambassadors to reserve which type of food they will bring.

Gina went to the Encanto branch to help distribute the backpacks that were bought with the cornhole tournament proceeds and gave a recap of the afternoon.

### **MARKETING & COMMUNICATIONS UPDATE**

Mahvash asked that any announcement be sent to her by the end of next week. Mahvash will coordinate with Nicole regarding e-mails to be sent out regarding the Peers & Beers event.

### **STRATEGIC PARTNERSHIPS**

Stacey is starting to gather information about where ambassadors work and what types of industries ambassadors work in. She is working on getting partnerships for the Thanksgiving Baskets and Holiday Toy Drive.

### **FINANCE UPDATE**

Tim has been working with the Boys & Girls Club to create a budget.

### **KID FOR LIFE HOLIDAY PARTY WITH FOUNDATION BOARD**

SPARK ambassadors will be invited again to the BGC Foundation Board Kid for Life holiday party set for December 11<sup>th</sup>. The event location is TBD. Ambassadors will likely see some e-mails coming out about this in the near future. Mahvash suggested sending out a list of Board members before the event so ambassadors will be familiar with some of the names of the members.

### **BOARD ELECTIONS**

Tim discussed the importance of syncing the SPARK calendar year-end with the BGC fiscal year-end. As a result the year-end will change to June and the Board elections will be postponed until then. The Board would like to fill any open positions now with a commitment to June. Positions available are:

- Treasurer
- Graphic designer
- Social co-chair
- Communications chair
- Membership chair

Ambassadors should let Tim or Brad know if they are interested. Another Board retreat will be planned after the group is solidified.

### **THANKSGIVING POTLUCK**

SPARK will have a potluck at the next meeting. SPARK will cover the meat entrée and ambassadors can bring sides or desserts. Bring a dish that starts with the initial letter of your last name.

**NEXT MEETING**

The next meeting is scheduled to take place at the Clairemont Resource & Training Center at 6:00 p.m. on November 20, 2014.

**ADJOURNMENT**

The meeting was adjourned at 7:08 p.m.

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Abbey Brown

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Date