

# TGMI Steering Committee Meeting Agenda

**Date:** Tuesday, November 13, 2018

**Time:** 2:30-4

**Location:** TN Tower, 17<sup>th</sup> Floor, Enclave /WebEx

## Call to Order - Welcome: Julie Brindle

The regular meeting of the TGMI Steering Committee was called to order at 2:34 PM .

## Attendance

| Committee Member                            | Member Name (Class Year)   | Voting Member | Present | Phone/ WebEx |
|---|----------------------------|---------------|---------|--------------|
| Chair                                       | Julie Brindle (2013)       | Yes           | x       |              |
| Vice-Chair                                  | Cynthia Taylor (2008-I)    | Yes           |         | x            |
| Past Chair                                  | Marcus Dodson (2014)       | Yes           |         | x            |
| Past Class President                        | Neru Gobin (2016)          | Yes           |         |              |
| Past Class Member                           | Sherron Brown (2016)       | Yes           |         |              |
| Present Class President                     | Kaycee Wolf (2017)         | Yes           |         | x            |
| Present Class Member                        | Seannalyn Brandmeir (2017) | Yes           | x       |              |
| Member At-Large (1st Year)                  | Carla R. Farris (2006)     | Yes           |         | x            |
| Member At-Large (1st Year)                  | Scotty Sorrells (2008-I)   | Yes           |         |              |
| Member At-Large (2nd Year)                  | Nneka Norman-Gordon (2012) | Yes           |         |              |
| Member At-Large (2nd Year)                  | Michelle Hamblin (2015)    | Yes           |         | x            |
| DOHR Ex-Officio                             | Trish Holliday (2008-I)    | No            |         |              |
| DOHR Representative                         | Steve Chester (2015)       | No            |         |              |
| 2018 Class President/Steering Committee Rep | Hillary Knudson            | 1-1-19        |         |              |
| 2018 Class Reporter/Steering Committee Rep  | Mary Laphen                | 1-1-19        |         | x            |
| 2018 Class Reporter/Steering Committee Rep  | Amanda Klafehn             | 1-1-19        |         |              |
| Charter Committee Member                    | April Romero (2008-I)      | No            |         |              |
| Visitor                                     | Michelle Smith (2013)      | No            |         |              |
| Visitor                                     | Tresa Jones (2009)         | No            |         |              |

Quorum: Yes

## Secretary Report - Kaycee Wolf

The October minutes were approved on 11/8. (Motion by Michelle Hamblin with Second from Seannalyn Brandmeir).

## Treasurer's Report - Carla Farris

|                                     |
|-------------------------------------|
| Previous Balance 10/22/18: \$521.17 |
| Withdrawals/Debits: 0               |
| Deposits/Credits: 0                 |
| Balance on 11/13/18: \$521.17       |

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No change in the checking account balance for this month.

## BUSINESS

### 2019 Vice-Chair and Members-at-Large

- Voting took place and Julie will notify the winners this week and the announcement will be made at the annual meeting.
- There were over 100 responses and with Survey Monkey, if you do not have premium you cannot get over 100 responses. In order to get accurate results, a decision was made to pay for the upgraded account for this month. After the annual breakfast, the committee will need to reimbursement of \$37 to April for Survey Monkey
  - Cyndi Taylor made a motion and Michelle Hamblin seconded.
  - Motion passed by vote of committee.
- With the additional reimbursement to April pending, Carla raised the issue about how to sustain this committee account as the \$500 minimum will become depleted as we hold event after event. What can we do to add money to the account to carry over to next year?
  - Will Lipscomb let us pay after we get the funds from the eventbrite? Otherwise we will drop below the minimum threshold.
    - Carla will look into what the contract language says about payment.
      - 75% due 7 days prior to the event with the remainder due at the start of the event.
      - Carla will reach out to them and see if they will be more flexible on accepting payment after the event.
    - Eventbrite will not send money until after the event is closed. At this point, based upon numbers from last year, 75% would be about \$800 (which is more than what we have in the checking account). Carla will reach out and find out flexibility.
- Carla will research moving the account over.

### By-Law amendment to attendance language

- Proposed changes to the language to address unexcused absences.
- Julie asked for any comments on the proposed changes and will place it before the alumni body at the annual meeting.
- According to Article X of the Bylaws, an amendment can be adopted by majority of those present if it is sent out three days prior.

### **Community Service - Seannalyn Brandmeir**

Courtney from Second Harvest will be speaking at the Alumni Breakfast.

### **Business Events - Michelle Hamblin**

- Agenda: Julie is working on the Agenda and will send it out for feedback.
- Year-End Officer/Subcommittee Reports need to be submitted to Julie B. for Annual Breakfast Meeting **by Wednesday, November 21<sup>st</sup>**.
- Julie will give a welcome speech, but she needs 2 Steering Committee Members for introductions (30 seconds-1 minute): Melvin and Macel. We'll ask Macel to introduce Trish, and Trish to introduce Commissioner Hunter.
  - Carla will introduce someone. Michelle will reach out to the person who agreed to contact Melvin this year and see if they would introduce him. If not, Julie will reach out to Michelle Smith to see if she would be willing to introduce.
  - Mary volunteered to introduce Macel.

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- Seanna will introduce Second Harvest speaker (Courtney Blaise, Community Relations Manager).
  - The announcement of the class winner will be in the business meeting.
- Annual Meeting/Breakfast current registration numbers.
  - 27 registered participants to date.

Status of door prizes.

- Door prizes – reaching out to SLS to see if there are any door prizes they are willing to contribute.
- Right now, there are no door prizes collected. Marcus will reach out to Terry Malone with THDA to see if they are willing to donate again. He will also reach out to TRICOR to see if they have anything. He will get some umbrellas. Marcus will also get some gift cards.
- Carla will have two free passes to the musician's hall of fame.
- A few people will donate gift cards.
- If you have any signed up for the Annual Meeting, registration closes 11/26th.

Because Kaycee will be absent from the meeting due to family illness, Cyndi has volunteered to take the minutes.

Carla has the fishbowl and nametags. Julie has the signs for the classes. Carla will print an invitation to go to Commissioner Hunter, Trish, and Macel.

Volunteers can help set up starting at 7:00 on the morning of the breakfast.

Reminder will be sent out the week of the meeting.

### **Social Events - Nneka Norman-Gordon**

No updates

### **Charter Committee - April Romero**

2019 Elections-Vote for reimbursement of \$37 for month-long membership of survey monkey account to receive 100+ responses.

### **Communications - Cyndi Taylor**

No updates

### **Education Development - Sherron Brown**

Last Lunch and Learn of 2018

When: November 14, 2018

Speaker: Shiri Anderson, President of the Tennessee Chapter of the American Society for Public Administration

Topic: The Impact of Leadership During Change

## **Adjournment**

The meeting was adjourned at 3:29 PM by Julie Brindle. The Annual Meeting will be held on Friday, November 30<sup>th</sup>. The next regular meeting is scheduled for Tuesday, December 11th.