**Call in Number: 888-296-6500, guest code 334997**

|  |  |  |
| --- | --- | --- |
| Melissa Kemp | Chair |  |
| John House | 2012/13 PGRTAZ Chair, program interest |  |
| Ed Knight | Lead sponsor rep, program interest |  |
| Russ Goldstein | PGRTAZ sponsorship chair, marketing collaborators |  |
| Zee Peters | AFP liaison, program interest |  |
| Jackie Palmenberg | Event Day Volunteers |  |
| Beth Salazar | LAL liaison, cttee member at large |  |
|  | Communications/Messaging/PR |  |
|  | End of Day giveaways |  |
|  | Board member or Philanthropic Interest POV |  |

**Attachments:**

Draft 2013 Event Budget, Last Years’ De Briefing Notes, Sponsorships to Date

**Opening Round**

* Review Minutes of last meeting (N/A for this call)
* Quick Review: Outstanding Tasks (N/A for this call)
* Future Committee calls scheduled for 2nd Mondays at 3:30 pm through July
* Consent to Call Agenda as Planned

**Matters of Content:**

Current SF Facts and Status:

1. Date: June 12, 2013, at the PCC

* Currently working on this year’s look/feel, building Save the Date piece for January 10 distribution target, “button” on PGRTAZ website by Jan 1
* Need to build letter and outreach to Marketing collaborators on/before Dec 20, for confirmation in JANUARY

2. PGRTAZ board agreed to the following event goals:

2013 Summer Forum will

* maintain the same levels of sponsorships (pricing and number needed)
* continue with 3 distinct program tracks
* target profit of $6,000.
* Generate 20 new members and two new annual PGRTAZ sponsors by 7/31/13
* net 3 new marketing collaborators
* establish a new mechanism for volunteer hours to be counted,
* Identify the 2014 Summer Forum chair by 7/31/13

3. The suggested theme of the 2013 Summer Forum focuses on excellence in stewardship/sustainability

 Ideas for wording the actual theme?

* Our programs and speakers list will build out this month, and we will seek to identify, approach, and confirm headliners and breakout sessions by Jan 30.

4. Sponsorships:

 see attached listing

5. Where to find SF committee notes and reference items on the PGRTAZ website.

**4:25 pm Closing Round**