

Executive Workgroup Meeting
Java By The Bay
August 24, 2015
12:00 noon – 12:50 pm

Present: Pam, Kevin, Jamie, Cindi, Kim; Terry.

Two topics of discussion for open meeting: Above the Influence event and transition planning. Open portion of meeting will then close in order to conduct Annual Coordinator Review.

Above the Influence: The subworkgroup for this event will need to break into several smaller, task-focused groups – Sick Air Show and activities outside; activities inside the Press Box; school-based activities in the weeks leading up to the event – because time is short and much is left to be done.

1. Sick Air Show: A space 100'x150' minimum. It must be clear and should be paved, either blacktop or concrete. The longer the better. Maybe KBOCC will allow use of their lot and gym. Kim will look into this. Sick Air Show will go from 6:00 to 6:30pm. We need to find means to keep people engaged and on-site until Press Box opens to us at 8:00pm. We will also need some activities for inside the press box. Pam will focus on this set of tasks.
2. Inside the Press Box. We should plan for some food. It was determined that, since we can't know how many will be attending, our best bet would be to plan for pizza from the Press Box and sub platters and budget about \$500 for this. Bowling, pop will be available all night. DJ and dancing will run from 10 to midnight. We should have a speaker – Paul Halverson would be good if he is willing and available.
3. We should have some Above The Influence events at the schools in the weeks leading up to the main event that will clearly tie the event to Above The Influence – there are suggestions on the website.

Other discussion related to Above the Influence event: We will want to buy some durables with whatever funds are left in promotions – things we might use at this event or school events or etc that people could sign out to use and that will be around for a while. Pam has looked at a catalog of these kinds of things and will create a list of some suggested items, as well as those from related websites. G. Shelafoe told Pam she may have money to cover the costs of the DJ and the Press Box. Once we know whether that is the case, we will know what our budget still has.

Both the Wait 21 and the Above the Influence web sites have hand-outs and materials we could order. Those that can be ordered tend to be over-priced, e.g. \$30 for a t-shirt. We can look at making our own t-shirts. We need prizes for both indoor and outdoor activities to keep people present and engaged. We could ask local businesses again as they were very generous when Sherrie approached them for assistance with the Neon Night event. Some possible activities:

1. Ask tribal police to do a K-9 demonstration.
2. Photo booth with "Above the Influence" statement people can fill in.
3. Wait 21 on-line pledge.
4. Health Department with a smoking cessation demonstration.
5. State Police demo's on drinking and driving.
6. Informational booths.
7. "Minute to Win It" both outside after the air show and inside between activities.

We will also need to develop permission slips for youth attending. We can base it on those used at “Bash” events, adding photo release to it. Parents will be told they can either pick up child/ren whenever they wish or they can remain for the event.

Transition: Pam can store hard copy materials as long as there isn’t too much. She or Kim will obtain and provide a jump drive for electronic storage. Kevin recommended that the materials be stored electronically, transferring first to the jump drive and then copied to a cloud file. Cindi, Pam and Kim all have need of comprehensive lists of members and supporters. Kim has most recent people to add from CTC Board meeting. Terry will send her lists to Kim and Pam; they will then add their information and forward to Cindi. She needs these for the Community Plan, which is needed in order to pursue funding.

Annual Review of Coordinator: The meeting was closed at 12:50pm, the coordinator left, and the group met in closed session to conduct the evaluation.