



City Events and Recognitions Committee

Tacoma Municipal Building, 747 Market Street, 9th Floor Visibility Center

March 10, 2014

Chair Smith called the meeting to order at 6:09 p.m.

Committee Members Present: Roslyn Smith, Valentine Smith, Shalisa Hayes, Jessie Baines, Ben Warner
Staff Present: Nadia Chandler Hardy, Christina Watts, John Miller

Agenda Item

Approval of the minutes from December 23, 2013, December 30, 2013, January 30, 2014, and February 24, 2014

Chair Smith introduced the item. The Committee passed the item

Agenda Item

City of Destiny Planning Discussion and Updates

Chair Smith introduced the item. She shared that she met with staff in the City Manager's Office last week to discuss the direction for City of Destiny. She said she shared that she felt the committee didn't have a chance to discuss new concepts or new items. Because the committee was finally able to meet with a quorum, she wanted to bring the item back to the committee for further discussion.

Chair Smith said she has been in touch with potential partners for a new event that would change the way City of Destiny has happened in the past. The partners are interested in working with the City to recognize volunteers across the county. She said she has reached out to United Way and is waiting to hear back.

Chair Smith said the intent is not to take away the awards that have already been talked about, but that partner organizations would also be able to recognize volunteers. She said she wants to recognize volunteers as a whole and have some kind of hands on activity. She said there has been talk of adding a community service component to the MLK event, but the weather is usually poor in January. This would be a way to have a service event.

Staff said that with the proposal as presented, past event sponsors could still be involved and at the same level, but their donations might be used in a new way.

Vice Chair Smith asked if the committee was still looking at having the event on the evening of June 17. Chair Smith said, no, right now this would be a new event. Vice Chair Smith asked about venue ideas. Chair Smith said that is still to be determined, but she would like to use a park or outdoor space. She said the outdoor venue would mean the event would move away from award winner videos. Vice Chair Smith said some of the

sponsors are sponsors because of the video recognition they receive. Mr. Miller said staff could still provide some kind of video for and coverage of the event.

Vice Chair Smith said the event sounds okay, the committee just needs to make sure they can get a park and have an inclement weather backup plan. Ms. Hayes said she agreed with the Vice Chair, the committee would need a backup plan in case it is raining.

Mr. Baines said he liked the idea of changing the event. His only concern was having two different dates, one date for the recognition piece and another for the service piece. He said it might be hard to get people to come to two events. He supports trying to get youth involved and suggested having the awards the same day as the service event.

Chair Smith said she should hear back from United Way by Thursday. Vice Chair Smith said the new concept is not a bad idea, there are just some logistical questions. He said he likes the idea of Wright Park. Mr. Baines said Point Defiance Park could be another option. Mr. Warner suggested something on Ruston Way. He said it would be a great way to advertise that community asset.

Vice Chair Smith said he was unsure if the committee could financially pull off the new event if a stage and sound system was needed. Mr. Miller said sound systems run \$1,000 and up. Staff shared that in past years the event has cost around \$15,000, but \$10-11k was spent on production costs. A directive given to the committee was to decrease production costs, which makes the event budget \$4,000 to \$5,000. Vice Chair Smith said he would reach out to Metro Parks to get some cost information on logistics for park events.

Chair Smith said the committee will need to set the event's date, venue, and budget, but first they need to approve the event concept. Mr. Baines said he was all onboard. With the concept proposed, if there isn't much budget, he said, the event could easily be downsized as needed.

Chair Smith suggested maybe holding the event at an outdoor stadium at a high school as that venue would already have a sound system. Vice Chair Smith suggested the committee wait to hear back from United Way before finalizing the concept.

Agenda Item

City of Destiny Working Group

Chair Smith introduced the item and asked if any members on the committee were interested in serving on a City of Destiny Working Group to continue event planning outside of the committee's regular meetings. The Chair, Vice Chair, Mr. Baines, and Mr. Warner volunteered for the working group.

Agenda Item

Other Items – Rules and Procedures

Chair Smith said she asked staff to look at the attendance and quorum sections of the committee's rules and procedures.

Staff shared that the rules and procedures state that if a committee member misses more than one-third of the committee's meetings in a 12-month period, they will be notified by the Chair to become active or resign. Assuming the committee meets twice a month, missing more than 8 meetings would trigger this notification.

Staff shared that because several meetings were officially cancelled, no one has exceeded their number of absences, but that several committee members are quite close.

Chair Smith said she has spoken with committee members about the commitment it takes to serve on this committee. She said everyone is an adult, and they should be aware of whether they can keep the commitments they make.

Staff also shared that they spoke with Legal and the committee can vote to amend the bylaws to reduce the number of committee members needed for quorum. Staff said if the committee chooses to reduce the number, the recommendation is to have a set time to revisit the issue after committee recruitment has been undertaken.

The Chair suggested making quorum a majority of the seated members of the committee. She said if additional members resign or join the committee that change would allow quorum to automatically adjust.

Chair Smith also spoke about how committee members can invite volunteers to volunteer on subcommittees. They do not have to become a CERC member, but if they are interested in helping with a particular event, they are able to do that. She said if we start developing subcommittees, the CERC may be able to meet less frequently.

Vice Chair Smith said he thought the committee would start meeting less frequently after MLK. He said he has a conflict on the fourth Mondays of the month. Staff said that whether a member is considered active is at the discretion of the Chair. Staff suggested the Vice Chair talk to the Chair to find a solution.

Mr. Baines motioned to amend the Rules and Procedures to make quorum a majority of the seated members of the committee and to revisit the definition of quorum in six months' time. The committee passed the item.

Ms. Hayes said if the committee does start to recruit volunteers for subcommittees, the volunteers still need to understand the time commitment. She said if volunteers don't show up to their meetings, the committee is still in a predicament. She said attendance for everyone is important.

Agenda Item

Staff Updates

Staff shared that training for all CBC members will occur on March 20th at 6 p.m. Staff said City of Destiny Award nominations are due March 31st. Five nominations have been received so far.

Ms. Chandler Hardy provided an update on the Women's History Month Celebration. She said it is going in a new direction. The City is partnering with University of Washington Tacoma and will add on to their film series.

Agenda Item

Topics for Upcoming Meetings

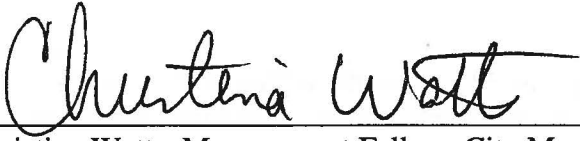
Staff shared that the next meeting will be March 24 at 6 p.m. Items for the agenda will be continued discussion on the City of Destiny event. Staff said the committee should also start thinking about big picture MLK items and recommended that the committee begin discussing MLK in April.

Adjournment

The meeting was adjourned at 7:06.



Roslyn Smith, Chair



Christina Watts, Management Fellow, City Manager's Office