



City Events and Recognitions Committee

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

April 13, 2015

Committee Members Present: Roslyn Smith, Valentine Smith, Lawrence Coleman, Erin Lee, and Betty Popenuck

Staff Present: John Miller, Jennifer Durham, Kala Dralle, and Ivan Golovkin

Vice Chair Smith called the meeting to order at 6:05 p.m.

Agenda Item

Introductions.

Committee members and staff present introduced themselves.

Agenda Item

Welcome Dion Thomas and Lawrence Coleman, new Committee members.

Committee welcomed Lawrence Coleman to the Committee. Dion Thomas absent.

Agenda Item

Approval of Minutes from the March 23, 2015 meeting.

Vice Chair Smith moved to approve, the Committee passed the item.

Agenda Item

Committee mission discussion – future board retreat

Ms. Dralle noted that she spoke with Nadia Chandler-Hardy, Assistant to the City Manager of Tacoma, and discussed the impacts of various types of events on the city. Ms. Dralle also noted the possibility of subcommittees being formed at a later time.

Chair Smith noted that adding tasks to the committee is not practical given the current workload and resources.

Vice Chair Smith noted that the committee was not coordinated as it was supposed to have been at its time of setup. While it is nice to see another direction, volunteering in planning of events is inadequate. The Committee should not take on more responsibilities. Ms. Dralle pointed out that recruitment of other help is not expected, and that Committee members should voice this concern.

Ms. Dralle suggested to plan discussion topics for a retreat to fit new topics about responsibilities. There is a higher purpose for CERC.

Chair Smith voiced concern regarding a different vision of the Committee, and who will get the work done, if not CERC. Ms. Dralle stated that more volunteers are available to be reached, who are inclined to not repeat past mistakes.

The Committee discussed elections of committee members, open positions and roles. Vice Chair Smith pointed out that given the number of board members, the time between events does not give much flexibility in planning.

Agenda Item

Host-Hospitality Contract – Jennifer Durham

Kala Dralle introduced Jennifer Durham to the Committee and provided an overview of her experience, including a description of what Ms. Durham can offer to CERC and that her participation will expand as time goes on. Ms. Durham's contract is for City of Destiny Awards at this time. Ms. Durham talked about her role and what services she can offer, mentioned that she would like to let those that are efficient at tasks to stay on them. Though Ms. Durham will personally perform most of the contracted tasks, she will subcontract as necessary. Ms. Dralle asked the Committee members to describe their key roles in past MLK event.

Ms. Popenuck described that she was involved in various tasks, such as showrunner and coordinating, and is expecting more assignments in next event. Chair Smith described her involvement with production, stage attendance, scriptwriting, program development. She mentioned that her work with sub-committees helped with funding development. She is open to change of tasks if necessary.

Ms. Lee defined her participation as open to any tasks as needed, and is interested in having a volunteer fair again for the upcoming MLK event, given that the last one was very successful.

Vice Chair Smith has coordinated photographer hiring and donations from vendors. During the City of Destiny and MLK he has coordinated participants and has filled in as necessary.

Mr. Miller described that City of Destiny awards has been moved to the Cheney Stadium starting year 2014, and has been coordinating the necessary adjustments associated with the move. Current tasks include preparing for "live" situations during the event and producing visual assets and recordings.

Agenda Item

COD Program Details

Ms. Dralle provided a revised copy of the City of Destiny program from 5pm to end. Mr. Coleman inquired about the award winner choice. Vice Chair Smith discussed the process of creating award categories and choosing winners from among nominated parties. Ms. Dralle added that the winners are notified ahead of time, before the ceremony. Vice Chair Smith noted that Office of Equity & Human Rights will be involved in future MLK decisions. Vice Chair Smith is putting in order for awards bases from Keltech.

Chair Smith asked Ms. Durham to coordinate introductions of recipients with Mr. Miller. Mr. Miller needs to know what messages will be in the videos for inning, and will coordinate with Ms. Durham. Ms. Durham will be in contact with award winners. Mr. Miller will record video of winners – either their details or recreations of their actions. The Committee further discussed the content to display on the jumbo-tron screen at Cheney Stadium.

Ms. Dralle described the parking details and volunteers participation at the parking lot. Extra chairs will be provided by Cheney Stadium at no cost. Tickets to the COD event will be additional cost. Buffet and upper deck are for those with the event tickets only.

Agenda Item

Staff report

No additional staff reports.

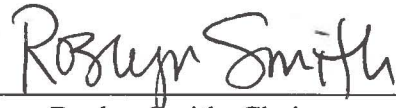
Agenda Item

Items for next meeting agenda:

- Script outline for MC review
- Nadia Contracts
- Reports on letter

Adjournment

The meeting was adjourned at 7:32 p.m.



Roslyn Smith, Chair



Kala Dralle, Community & Economic Development

