

Rocky Mountain - Cascade Executive Leadership Team Meeting Minutes

Wednesday, 05 September, 2018

7:00 pm PST

Zoom

Attendance: Donnie M., Anjolina H., Kaitlyn D., Dana G., and Michelle G.

1. Meeting began at 7:00 pm PST
2. Fall Conference
 - a. Registration fee is \$70 per person
 - b. Registration money covers snack and dinner Friday, and lunch and dinner Saturday
 - c. Registration Deadline is October 15
 - d. Quote from Red Lion Hotel is \$89 per night
 - i. Michelle will send link to chapters to make hotel reservation when offer is solidified
 - e. Regional Grant will pay for an activity that the host chapter (CWI) is arranging
 - f. Phellipe will fly in the 19th October
3. Fall Conference Workshops
 - a. Proposals due September 17, 2018
 - b. Two proposals per person
 - c. Proposal form can be found on Google Drive
 - d. Discussed before:
 - i. Dana - College Project
 - ii. Kaitlyn - 5 Star, Time Management
 - iii. Danielle - Empowerment, PTK 101
 - iv. Anjolina - Empowerment, Social Media
 1. Empowerment to be done as last workshop, right before alumni election
 - v. Sarah - Membership recruitment, Communication
 - vi. Donnie - HIA
 1. This was moved to be a general session
 - e. Each workshop is 40 minutes long
4. Fall Conference General Sessions
 - a. HIA - presented by Donnie
 - b. Headquarters update - presented by Phellipe

5. Northern District Executive position application gets released September 15
6. Jason Ward, alumni, contacted 8 Universities to recruit at Fall Conference; 1 has said yes so far
 - a. Each Uni would have 5-10 minutes to talk before a general session
7. We are waiting to get confirmation from PTK Headquarters about Nicole Pruitt, from PCC Southeast, becoming Associate Regional Coordinator
 - a. Should know by September 11
8. Region-Wide Service Project
 - a. Donnie taking lead on project
 - b. Chapters count how many canned goods they brought in
 - c. Winning chapter gets two spring registration waivers
 - d. Announce project at fall conference
 - e. Deadline for reporting number of canned goods is December 17-19
 - f. Post a clickbait photo on Regional FB every two weeks starting last week of September
 - g. Service project advertisement
 - i. Video of regional officers and advisors throwing canned goods to each other
 - ii. Film and edit on Thursday before Fall Conference
 - iii. Get a box and make it some sort of food pantry or food box - use when presenting project at conference
9. Newsletter
 - a. First edition to be published October 01.
 - b. Give reminders about HIA progress, Fall Conference registration
 - c. Give a "back to school" welcome message
 - d. Give small update from each district
 - i. District Executives are to give their reports to Anjolina no later than September 20
 - e. Include bios, photos, and goals from Danielle and Donny
 - f. Include bios and photos of Michelle and Nicole
 - g. Report either which chapter's star level or how many chapters are at each star
 - i. Include a reminder for each chapter to update their chapter page on PTK website
 - h. Anjolina will give Newsletter draft to Michelle September 29
10. Anjolina will post all officer biographies onto Facebook and Instagram by September 07, and will send to Michelle to be put on regional website

11. Regional officers are to consider alumni responsibilities for Fall Conference
12. International Officers would like to help communicate with inactive chapters
 - a. Inactive: chapters that have had a low star performance, have not communicated with the regional executive leadership team, or have not participated in regional and/or international events
13. Michelle and Anjolina are going to Mt. Hood CC on September 18 to help with PTK awareness at New Student Days
14. Regional officers are to post all photos they have from regional events during their time in office into the photos folder in the Google shared drive; a yearbook will be made in the spring highlighting all of the accomplishments
15. Chemeketa CC is hosting a PTK awareness party on September 15 at the Salem campus, all chapters and members in the region are invited
16. Meeting adjourned 8:10 pm PST