

WE Lead Meeting Minutes

August 22, 2017 11:30am-12:30pm

Attendees: Huong Nguyen, Francesca Patricolo, and Natalie Luttrell

Meeting Notes

Office of Equity Sponsorship

- Huong has been in communication with Koffi from Office of Equity. There is talk of OE funding a WE training or speaker. TBD

Web Engagement

- Tabled for next meeting

Email Volume

- Tabled for next meeting

September event update

- Event will be end of September. Event will include panel discussion with accompanying donation drive. Participants wanting to donate will bring items to event
- Budget TBD
- Event space in the Portland Building should still be available by end of September
- Francesca is working with JOIN to recruit panelist. Group recommended reaching out to Debbie Caselton for more panelists.
- Too soon to delegate tasks to WE Lead members.
- Keep updates re-occurring for each meeting

Updates: Logo Submissions online

- Group may decide to allow more than 3 finalists however group will need to revisit judging criteria closer to Sept 15th deadline
- Natalie will check in with Debbie about copy right issues with Wonder Woman likeness

- Natalie will email Sara about how to get voting online. Possibly use link to SurveyMonkey from website

Ice cream social logistics

- Huong will email Sara about adding more details about ice cream social event on the website
- Huong will email Sara to confirm ice cream budget
- RSVPs 28 accepted, 17 tentatively accepted, 10 declined (as of 8/22)
- Reservation is from 11:45am-1:15pm
- Will have (3) 6' tables on the South side of the Courtyard & 2-3 garbage cans. Cannot block ramps.

New members since 8/4/2017 city wide email 9! Total 197 members

Other

- Natalie is still working on Subscribe/Unsubscribe option for website and emails

Next Meeting Scheduled for September 5th