



Members' and Partners' Coordinating Meeting

November 14, 2018– 6:30 PM - 8:00 PM

Center for Green Technology

6:30 - 1. Welcome & Call to order:

- Volunteers for Time Keeper and Note Taker
- Agenda Review – Goals of today's meeting
- Additions, Changes

6:35 – 2. 2019 CCGA Conference - Gina Jamison

Plans and Budgets for Conference committees:

a. Finance Committee

- Reserving Breakthrough Conference Center
- Food
- Budget

b. Membership Committee

- Vendors and Exhibitors
- Budget

c. Education Committee

- Speakers and Workshops
- Budget

d. Resources Committee

- Door Prizes and Centerpieces
- Budgets

e. Communications Committee

- Packets
- Wrist Bands & Name Tags
- System for pre-registration
- Plans for registration at the conference.
- Date to announce conference date

7:15 – 3. Other Business?

7:50 – 4. Review & confirm next steps and assignments from this meeting

7:55 - 5. Set next Coordinating Committee meeting date & location

8:00 - 6. Adjourn