

Date: Dec. 23, 2006
Time: 11:30am to 2:00pm

Present:

Gail, Regi, Prudence, and Mike

- I. What we know:
 - a. TOT dates:
 - i. July 22
 - ii. July 29
 - iii. Aug 5
 - iv. Aug 12
 - b. Where: St. Baptist de La Salle
 - i. Regi will be making contact with the Venue to verify that we have it.
 - c. Time: Doors will open at 630, with the session to being PROMPTLY at 7
- II. Our first meeting **Jan 12, 2006 @ THE CHILLI'S IN NORTHRIDGE 7pm**
 - d. Will be a "get to know" everyone kind of dinner
 - e. explain the history of TOT
 - f. Will introduce who we are
 - i. Gail – TOT coordinator
 - ii. Mike – Coordinator in training
 - iii. Regi – SFYMA Board Chair
 - g. Prudence – Chair in training
 - h. explain TOT hierarchy
 - i. TOT is an offshoot of the Advisory Board → it is a board sponsored event.
 - ii. Gail is the Chair, but all decisions made need to go through Regi, and she will bring decisions to the Bishop.
 - i. advise we will be dividing up into different committees for the planning of TOT and would like volunteers to help in various aspects → to be determined at next mtg.
 - i. examples of committees: food, hospitality, decorations, etc.
- III. Meeting 2 – Jan 20, 10am
 - j. will be held at the Bishop's office
 - k. Mike will pick up key on the 19th
 - l. Regi will call and make arrangements for room availability.
 - m. Will discuss and decide on speakers and Topics for TOT
 - i. Possible ideas: Bishop Wilkerson, Fr. Boyle, and Fr. Stoger
- IV. Meeting 3 – Feb. 3rd – Core group meeting
 - n. Will be held at Regi's over lunch, meet at 11am
 - o. Will need to have speakers and topics ready by then

- p. Will asses who will be good for what committees
- q. Will firm up various roles and things expected
- r. Will review proposed budget.
- V. Meeting 4 -- Feb. 24
 - s. Held at the Bishop's office
 - t. Mike to get keys
 - u. Regi to check room availability
 - v. Will start assigning/taking volunteers for committees
 - w. Re-assess meeting schedules w/ large group
- VI. Meeting 5 – March 31st
 - x. Held at the Bishop's office
 - y. Mike to get keys
 - z. Regi to check room availability
 - aa. Status meeting – check up on committees and see how everyone is going
 - i. Pitch ideas
 - ii. share budget expectations
- VII. Misc.
 - bb. TOT shirt design contest?
 - i. Tired of boring design
 - ii. Maybe new color, too?
 - cc. Gail to get supplies from Denise and bring to Feb. 3rd mtg for Mike to take up to the Bishop's office when picking up keys
 - dd. Phone list divided up of possible Team candidates
 - i. Will advise of date and time of first mtg. when making calls
 - ee. Picnic?