October 17, 2016 **A-5**

Called to order: 12:04 p.m.

CAI Oregon

Present:

Angie Bagby – Chairman

Laura McDermott – Executive Director

Kathleen Profitt, via phone

Jason Grosz

Angela Shinn – Secretary

Tim Cline

Lynda Dulong – Vice Chairman

Jeanne Crouch

Not present:

Amanda McMillan – Treasurer

Karina Haley

Sponsorship update from breakfast (Laura)

Premier Sponsor – Kennedy @ $3,500

Website Banner Sponsor – (#1) @ $450

Registration Sponsor – Ball Janik @ $500

Lunch Sponsor – Schwindt @ $500; (#2) @ $500

Dessert Sponsor – Mutual of Omaha @ $250

Tote Sponsor – TMG @ $600

Tote Stuffer Sponsors – Brown & Brown @ $75; Charter @ $75; (#3) @ $75; (#4) @ $75; (#5) @ $75

Coffee Table Sponsor – Barker Martin @ $250

CA Day Flyer – Tim Cline Ins. @ $950

Lanyard Sponsor – CMI @ $300

CAVL Book Sponsor – (#1) @ $500

MGR Incentive Sponsor – (#1) @ $750

Vendor Booth Sponsors @ $475 each

1. Charter
2. CMI
3. Ball Janik
4. Schwindt
5. Verhaalen
6. J2
7. Reserve Studies \_\_\_\_\_\_\_\_\_\_\_\_\_
8. Willamette Landscape
9. Mutual of Omaha
10. Carlson Roofing
11. US Bank
12. South Data
13. HUB International
14. Green Pointe

17. Premier Sponsor – Kennedy
18. Premier Sponsor – Kennedy
19. PMPD Sponsor –
20. Kick Off Sponsor –
21. Annual Gala Sponsor –
22. Golf Tournament Sponsor –
23. Poker & Casino Night Sponsor –
24. River Cruise Sponsor –
25. Networking Happy Hour Sponsor –
26. Board Leadership Workshop Sponsor –

Laura, please provide sponsor names as needed. I show Brown & Brown, ABI, and Morrison-Hershfield but do not know the category for these.

Committee is requesting a deadline date of January for Premier Event Sponsorships so that these booth spots can be opened up to those on the waiting list.

Budget update (Amanda) – Update of potential venue expensed from Laura:

Crown Plaza approx. $5,000 food minimum, no room cost

AV approx. $400

Pipe and Drape from outside provider cost pending

Parking is $7 per vehicle – discussed preregistered CAVL’s to receive parking pass

Checklist review – due to date of event change, more needs to be done in less time

Speaker RFP’s to be reviewed by Jeanne. Due by 12.12.16

Laura, Angie, and Angela to meet with venue contact to go over logistics, schematic.

Flyer and report from marketing coordinator (Tim)

Flyer chosen with edits (see attached)

Next Scheduled Meeting – December 15th, 2016; 2 hour meeting

Meeting adjourned 1:03 p.m.

