

Beginnings Retreat Planning Meeting Minutes - 11/1/10 11 am

Attendees: Shannon Klisch, Marilyn McDermott, Cristy Colliver, Amber Hendry, Lisa Fraser

Retreat Planning Checklist

Purpose

What is the purpose of this retreat?

- 1) Re-energize our partners / build relationships
- 2) Re-define Beginnings: who are we? what are our objectives?

Discussion: Should Beginnings broaden our scope to function as a prenatal/pregnancy health collaborative? *benefits:* open ourselves up to more partners, can broadcast our message to a larger audience, no group that has this function in our county, may increase funding capacity
risks: substance use prevention message gets lost.... This is a great discussion for the retreat.

What criteria will we use to determine that the retreat was successful?

tabled for now

Participants

Who needs to attend the retreat? Jason - First5 (Shannon will contact), therapist community, POEG (Amber will contact), CHC (Marilynn will contact), WIC (Amber), Early Support Program (Cristy will ask Jan to contact)

Will they be willing to invest their time into coming?

How will we let participants know about the retreat?

personal invitation, E-vite

Equipment

What equipment will be needed?

Who will provide it?

Who will operate it?

Facilitator

Do we need an outside facilitator? yes

Who will do it? How much experience does the facilitator have with groups like ours?

in progress

Recording & reporting

Do we want to record the meeting? What kind of retreat report do we need?

Other discussion:

E-vite should go out soon, committee members will contact key people personally

Next Meeting: 11/15 @ 11am @ Jaffa Cafe

Beginnings Retreat Planning Agenda 12/6
11am Jaffa Cafe

- 1) Overview of themes from the pre-retreat survey - Delia
Beginnings partners are, overall, very happy with the work of Beginnings. Most do not want to change the Mission and Vision drastically, except to maybe include the wording 'healthy pregnancy'. So that we are more connected to that, but we do not own the whole pie.

See Delia's DRAFT Agenda for main discussions and themes

- 2) Review agenda
Should we do partner announcements? NO
Review of 2011 meetings NO, this will be part of the discussion
Does Dayna need anything? No, just need to tell people to wear comfy clothes and to be ready to do some stretching and yoga
- 3) Review Equipment Needs
Delia - Flip chart & Easel - Lisa will bring
Other things to bring are: Beginnings posters, etc. info about the work of Beginnings to post in the Celebration corner, a few pics, nametags
- 4) Food/Refreshments (21)
Coffee, bagels
Lunch - Stacked sandwiches
Water, tea

Other discussions:
Follow up eval will be done on survey monkey.

2010 Retreat Agenda

9:00-9:30	Welcome & Introductions - Shannon 6 Degrees of separation Partner announcements? Review of 2011 meeting schedule
9:30 - 12:00	Facilitated Discussion - Delia
12:00-12:30	Relaxation and stretching break - Dayna
12:30-1:00	Lunch
1:00-2:00	Final discussion & closing - Delia