

## Agenda for Friday TSP Day 10.27.06

- 8:30: Check-In  
-What's the worst injury you've ever received?  
-What's the craziest thing that happened at placement in the last week?
- 8:50: Printing/Copying time for all materials needed before 10:40 break (proposal outlines, agendas, ask letters, anything else?)
- 9:00: Proposal  
-Round Robin the outlines: we each read each other's proposals and then provide comments, so that at the end, each outline has comments from each person.  
-Go over all topics on proposal outline that Jnet gave us and make sure that each bullet is covered somewhere.
- 9:30: TSP 360 Reports/Accountability  
-Explain to Laura O. and Molly (and anyone else who is confused) what we need to be mailing to TK  
-Are we going to have an accountability person (yes/no)? Define their role.
- 10:00: Fundraising  
-Jose and Laura talk about story-telling and how we can use it to help us  
-Everyone writes a possible story to be included with our ask letter. We discuss what we think will be most effective
- 10:40: Break
- 10:50: -Stuff ask letters into envelopes with return envelopes, lick stamps, manual labor etc.
- 11:15: Community Conversation  
-List things that need to be included on agenda  
-Decide who will facilitate this  
-List and assign people to cover all advertising strategies we will be using  
-List who we want to make official formal invitations to, who will do this  
-Finish flyer for publicity: work with Sy to discuss this  
-Work on and finish elevator speeches (what is an elevator speech asks Laura O.)
- 12:15: Concept Paper  
-Explain what concept paper is.  
-Assign tasks for accomplishing concept paper.
- 12:30: LUNCH: We're going OUT! Where should we go out?

- 1:30: Team-Building Activity  
-We've figured it out but it's gonna be a surprise for J'net. But seriously. We ARE doing one.
- 2:00: HART Community Congress  
-Who will go  
-Decide what we want to accomplish by going  
-Distribute any flyers/cards/materials we will be bringing for advertisement of us.
- 2:15: Look at website  
-Chris looks at her lovely picture  
-We all applaud for Sy  
-We all get really sleepy from a food coma and groan about how we have 3 and a half hours to go.
- 2:25: Lunch week  
-Food donation solicitation  
-Board of ed information  
-Advertising plan
- 2:40: Concert  
-Anything to report here?
- 2:50: Surveys  
-Review updated version produced by Jason  
-Set date when we want to start doing outreach surveys by.  
-Talk about using volunteers to do this. Set up recruitment strategy (with Laura B.)
- 3:00: Resource Guide  
-Decide whether we want to look into producing a recorded version.  
-Laura O's new idea about doing presentations in the schools: decide whether we want to pursue it.  
-Laura B. tells us what we can keep working on in our spare time.  
-Work Time
- 3:20: Come up with meeting time for the next week.  
Come up with carpool plan for Saturday.
- 3:40: Deliverables
- 4:00: Debrief  
-What is totally fab.  
-What is buggin' us.  
-What could make our meetings better.  
-Did you feel like this day was a success?

4:30 Jnet report.

4:50: Announcements and Closing Circle

5:00: WEEKEND (except not really because we have to work on Saturday!)

Inspirational Quotes (because we've got a whole day for inspiration here):

I am only one,  
But still I am one.  
I cannot do everything,  
But still I can do something;  
And because I cannot do everything  
I will not refuse to do the something that I can do.  
- Edward Everett Hale

Bite off more than you can chew, then chew it.  
- Ella Williams

And pun (only one because this day is not about laughing. It's about focusing. I'm kidding. A little bit here):

Two fish swim into a concrete wall. The one turns to the other and says "Dam!"