

January 19, 2008

FACES Retreat

9:00 a.m. to 3 p.m.

Purpose

- Celebrate 2007 Accomplishments
- Identify priorities for 2008
- Develop Committee Structure to Implement Priorities
- Draft 2008 Calendar

Attendance

Maria Batayola, Cristina Sanabria, Rose Alves, Brenda Sevilla, Andy Ygona, Nolan Lim, Angela Claro, Mitz Barber, Chato Pierides, and Angie Raymundo.

Excused due to serious reasons: Ron Angeles...etc.

Discussion & Decisions

(Note: Discussions that occurred at various times were incorporated with the right topics. Breakfast at 9:00 – Thanks to Chato! We had meaningful life conversations – what a great entre to our retreat.)

I. Introduction (All)

Members introduced themselves – name, generation, PI geographical origin, what like about FACES and what he/she wants to accomplish in 2008.

II. 2007 President's Report (Brenda Sevilla)

See attachment 1.

A. 2007 Treasurer's Report: Provided to Treasurer.

B. Challenges Faced By and Advise From 2007 Leadership (Brenda)

- Involve more members.
- Review FACES 501c-4 and transition to 501c-3 so donations can be tax deductible and open up new revenue streams e.g. conference commercial/private sponsorships.
- Start conference planning in February (2007 started in August).
- Be ahead of the curve as others copying what we have done.

- Fundraise to make sure have at least \$20K to pay for Conference front-end expenses e.g. hotel/conference site, etc.

III. 2008 Strategic Planning Process

This process was undertaken using the following steps:

- Identified annual activities to carry over
- Identified priority activities board what's to take on

Activities were selected based on the principles that were articulated as we proceeded through the strategic planning process:

1. Any and all activities MUST align with FACES vision and mission and goals in the:
 - Employment status enhancement (RSJ)
 - Community connections/issues (potential RSJ)
 - Cultural (potential RSJ)
2. All activities must integrate giving visibility to FACES and promote membership/involvement.
3. To the degree possible, FACES needs to publish early and provide members and employees with monthly activities.
4. FACES must be strategic in using its energy, resources and name – capitalize on partnerships, avoid duplication.
5. The Executive Committee (the officers) will take the lead in building organizational infrastructure to free others to focus on program work. Infrastructure includes but is not limited to Communications, Marketing, Records Management, Financial Health, etc.
6. FACES will request Mayor that board members be on paid time for RSJ related work as follows:
 - Allot 5 hours a month (one hour regular meeting plus one hour travel time as needed, and two hours committee/task force meeting plus one hour travel time as needed.)
 - Rollover unused monthly hours for time consuming projects e.g. conference.
 - Restart allotment at the beginning of the year.

Maria will contact other affinity groups to make joint request for the above from the Mayor.

7. Maria will request this of the Mayor in conjunction with other affinity groups.

(Delicious Pilipino lunch catered by Kusina with home made cookies by Cristina. Great conversation during lunch about how people got their jobs and how they solved challenges along the way. Lots of laughter.)

2008 FACES LIVING CALENDAR

See attachment 2. The calendar will be regularly updated as workplans and accomplishments occur.

2008 FACES Committee Work Program

The following work program needs to be prepared for our meeting in February:

- Executive Committee to be convened by Maria and Rose
Discuss communications, records management, web, brochure and propose work plan in February.
- Education Committee to be convened by Nolan and Andy.

Board direction is to look at projects/program that will:

- Recognize graduates (For June)
- Support WASL success for our students (Ongoing)
- Heritage Smarts (Internal)

Interested folks from retreat: Chato, Ron, Andy, Nolan.

- Employment Committee to be convened by Maria & Brenda.
Tap in HR folks and interested folks to include Roger, Victoria, Susan, Eileen, Victoria, Ticiang, etc.
- Maria to confirm recommended the following committees and chairs:
Giving Chair – Linda Timmen,
Scholarship Chair – Adriene Chu.

IV. 2008 Regular Meeting Times

- Group decided to meet on 3rd Wed of every month for 2 hours starting at 11:30. The first hour for FACES business, the 2nd hour on RSJ related work.
- Group committed to starting on time.
- Rose to schedule board via groupwise.

V. Communications

- The WEB will be our vehicle for minutes, placing opportunities, updates for our membership.
- We will push out the information to our members and community partners.
- Mitz will be our WEB Information Manager – she'll coordinate tech folks to ensure weekly update.
- Executive Committee (Officers) work on website format/content direction.

VI. Retreat Evaluation

- A. What worked: Calendar, website, food, commitment to start on time, accountability, input from everyone, different groups taking a look at, learning and sharing about each other, Andrew playing the piano, excellent facilitator, hospitable and warm atmospheres.
- B. What didn't: no comments
- C. What do you want changed: no comments

(Retreat ended at 2:30 and. Folks visited and balot food to take home.)

SUBMITTED By: Maria Batayola and Rose Alves