# YCSA Professional Development Day Planning

## Meeting Notes

10.26.21 12-1 PM

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| Present: | Charlotte, Gwen, Lee Ann, Karen, Katherine |  |
| Next meeting: | 11.29.2021, 10:30am-11:30am, via Zoom <https://yavapai.zoom.us/j/95623605553?from=addon> |  |

1. Proposed Date

June 22 and June 23, 2022 were tentatively selected. Katherine will ask Emily to check with ELT and let the committee know if either of these dates will work. Once the date has been confirmed, a Save the Date will be sent out via YCSA Broadcast.

1. Ice Cream Social

Katherine will reach out to Dave Phare/Chris McKenzie with HHS for an estimate on the ice cream. The group discussed whether or not we need to go through HHS. This will be determined through Frank.

1. Survey

Karen will draft an open-ended survey to ask staff for their top five wants for professional development at this year’s event. The survey will be anonymous, only asking for campus/center location. The survey will be sent in conjunction with the save-the-date in November.

1. Giveaways

The group discussed continuing with a giveaway; however, this should be a more practical item. The giveaway should include the sticker (or something similar) from last year. Katherine will send out an email to committee members asking them for ideas. In addition, she will ask committee members to brainstorm possible theme ideas for this year’s event.

1. Budget Request

The budget request is still in progress.