



Team Meeting -- Week # 1

Date: 01/08/2020

Time: 9:00pm to 10:00 pm

Agenda

PROTOCOL- Meeting only by Agenda

- 1) Welcome the team- Secretary
- 2) Roll Call- (3 out of 5 Officers) (5 out of 10)-- Check for Quorum

PRESENT:

Pavitra
Padma
Shan
Mohan
Krithika
Jai
Swamy
Poongodi
Ram
Vinodh
Mahendran
Shankar
Rajkumar

ABSENT:

Prabhu
Arun

- 3) BOD updates - No updates
- 4) Jay's update to the team
 - Hall Booked - Mountain View - Confirmed - Pongal event - Blocked - February 8th - 9 am to 11pm
 - Contest Planning - TBD

- Pongal Outside - TBD
 - Celebrity - Manigandan & Sumathy (TBD)
 - Calendar for Members - TBD
 - Thirukural Book / Tamil Book - Planning
 - Charity Team - Kick off meeting next week
 - Sport Committee - TBD
- 5) Membership Drive update - Jay
- 23 members from MTS
 - Please be available - to do more drive
- 6) Pongal Event Update - Ram Lead
- Task List created - will share
 - Flyer - TBD
- 7) Fetna Update - Swamy
- Volunteers needed
 - GATS combined with FETNA - Saturday 11th 2020 3pm to 5 pm - Kick off - Chennai Express
 - 40 Teams created
- 8) Media Committee protocol - Pavithra
- Newsletter to be out by Friday unless exceptional will send on Saturday
 - Rough draft by Tuesday by team
 - 24 hrs time to review by media committee (unless orbutory/ emergency message)
 - Facebook update 6- 8 hours minimum
 - All members in Media committee needs to approve
 - Share content which is reviewed before sending
 - Communications to email directly