



Minutes of the Sponsorship Review Committee Meeting held on March 24, 2009, 8:30 am,
Convention and Visitors Bureau Office, 51, W. 3rd Street, Tempe, Arizona 85281

Minutes Sponsorship Review Committee Meeting March 24, 2009

Member Staff Present: Travis Dray (COT), Stephanie Nowack (CVB), Kathi Overkamp, Terri Cranmer (by proxy), Jodie Garth (COT).

I. Approval of November 19, 2008 minutes

A. The minutes were approved as written.

II. ASHA request for transfer of funds made directly to City of Tempe

A. B.L. Ramakrishna (ASHA Walk) has asked that their sponsored amount that would cover their invoice of \$495 be paid directly to the City of Tempe rather than ASHA. It is hard for their organization to write a check to pay their invoice to the City so if a sponsorship check could be cut directly to the City it would make it easier for them. The committee members in attendance were in agreement to have the CVB write the check of \$495 to the City to cover the event invoice.

III. Junior Achievement request for transfer of sponsorship to alternate event

A. The previously approved 5K for JA event at Tempe Beach Park was cancelled by the promoter due to the loss of some sponsorships. Junior Achievement is having another event at the Tempe Center for the Arts on April 29, 2009 and is asking the committee to transfer the previously granted funds from the cancelled 5K event to the TCA event. Stephanie Nowack made a motion to approve the TCA event for \$500. It was seconded by Travis Dray. It was the consensus of the committee to approve \$500 in funding.

IV. Special Olympics venue change and possible breach of Agreement

A. Special Olympics Summers Games has changed its venue usage from 90% in Tempe to 30%. With this change they no longer meet the Agreement requirements. The committee reviewed the event details and agreed that if at least 30% of the event was held in Tempe \$500 would be available to them in sponsorship funding. Stephanie made a motion to approve \$500 in sponsorship funding if 30% of the event took place in Tempe. Travis Dray seconded the motion. It was the consensus of the committee to approve the \$500 funding with the established requirement.

V. Spike Fest event discussion

A. Stephanie Nowack provided details regarding the Spike Fest event that is considering using the Tempe Sports Complex in early May '09 for an amateur volleyball tournament. The committee may consider the event for sponsorship if a Sponsorship Application is submitted but had some concerns about the event getting adequately coordinated in such a short amount of time.

VI. Z Football event discussion

A. Stephanie Nowack provided details regarding the Z Football event that is considering using Tempe soccer fields in October '09. The committee may consider the event for sponsorship if a Sponsorship Application is submitted.

VII. Review of recently submitted applications for current year

A. There were no applications to review.

VIII. Application revision and distribution dates of information to potential recipients

A. There were very minor suggestions made regarding changes to formatting of the Sponsorship Application. The application with changes will be submitted to all committee members for approval.

IV. Signing of agreements

A. Stephanie Nowack and Travis Dray signed two agreements that had been submitted since the last meeting.

X. Future meeting schedules/process

- A. The next meeting is scheduled for Wednesday, April 29, 2009, 9:00am at the Tempe Visitors and Convention Bureau.

Meeting adjourned at 9:30 am.

The Committee's next meeting is April 29, 2009 at 9:00am.

Prepared by: Jodie Garth

Reviewed by: Travis Dray

Travis Dray
City of Tempe
Deputy Manager

approved