



**Mission:** *The Santa Monica Chamber of Commerce advocates businesses' interests and issues affecting the community. We provide the environment to help our members prosper and succeed through a proactive working partnership with all levels of government and community organizations to achieve a healthy local economy and quality of life.*

## **Environmental Affairs Committee Meeting**

### **AGENDA**

**Wednesday, March 6<sup>th</sup>, 2013, 9:00am**

**Co-Chairs: Mark Olson and Shannon Parry**

#### **A. Call to Order**

##### **I. Introductions**

##### **II. Revisions or Additions to the Agenda**

##### **III. SQAs (MARCH 13<sup>th</sup> at 11:00am at the Sheraton Delfina)**

- Sponsorship Update
- Event Program **UPDATE**
  - Program Script
  - Video Script Update
  - Powerpoint
- Exhibitors **UPDATE**
- Ticket Sales
  - Point of sale issues
    - Chambermaster
    - Eventbrite
    - [www.2013SQA.eventbrite.com](http://www.2013SQA.eventbrite.com)
- Program and Banners
- Giftbags, & Raffle
  - Donations update - Tamsyn
  - Raffle update - Jenny
- Volunteers
- Finalize all details
- Final Subcommittee Meeting - **Mar 12<sup>th</sup> 10:00am** Gift bag stuffing

##### **IV. Additional Business**

##### **V. For the Good of the Order**

**Adjourn**

**Next Meeting Date: Wednesday, April 4<sup>th</sup>, 2013 at 9:00am**