



Gymnastics BC 50th Anniversary Celebration *2019*

WORKING GROUP TERMS & EVENT OVERVIEW

Meeting Agenda



- Review working group terms of reference
- Introductions
- 50th anniversary overview: background, purpose & objectives
- Brainstorm & discussion
- Event concept examples
- Discuss next steps

Working Group Scope



50th 2019

- Identify a key event to take place in 2019 to celebrate GBC's 50th anniversary;
- Work collaboratively with GBC staff to develop, plan and deliver a successful event;
- Liaise with and assist GBC members, stakeholders, partners and event organizers to identify themes, key messaging, and activities;
- Receive updates, monitor progress and recommend actions in support of the 50th anniversary;
- Develop and implement a communications plan with support from the GBC Communications & Marketing Manager;
- Develop a proposed budget to be presented and approved by Gymnastics BC;
- Research and identify potential sponsorship and gift-in-kind opportunities;
- Act as a resource to GBC staff in the planning, coordination and staging of 50th the anniversary celebration;
- Conduct its proceedings in accordance with established policies and procedures of Gymnastics BC.

Authority



50th 2019

- Non-voting, consensus model
- Recommendations made by the group are subject to GBC staff approval

Expectations



- Attend all scheduled meetings (in person or via conference call);
- Review materials in advance, be punctual, actively participate in the meetings, contribute to on-going group work and notify the Co-Chairs of any absences;
- Contribute and participate in all email correspondence and working documents in a timely manner (expected response time is within 3 business days, exceptions for extenuating circumstances must be communicated to the Co-Chairs);
- Represent the interests of the GBC community as appropriate;
- Demonstrate a genuine willingness to collaborate and contribute to the projects pursued by the working group;
- Commit to being an advocate for the decisions and directions recommended by the working group and demonstrate their support to the GBC community.

Meetings



- Meet during regular work week hours
- Active participation in email communications is required;
- GBC will endeavor to provide at least 3 weeks' notice of all meetings. Some situations may necessitate a meeting to be held with short notice;
- Frequency of meetings will depend on the progress of the event planning;
- Additional meetings may be arranged as required. All meetings will be organized by GBC. Working group members will be consulted when scheduling the exact dates and times and every effort will be made to accommodate personal availability.

Potential Roles



- Sponsorship
- Member outreach
- Marketing, PR & Communications
- Treasury/Finance/Budget
- Creative (i.e. entertainment, décor, MC, special guests)
- General event planning & logistics
- Other?

Introductions



- Name & club affiliation
- What prompted you to join the working group?
- What part of event planning excites you the most?
- What skills can you contribute to the group that may not be obvious to the rest of us?
- What is your ideal role in the working group?

Event Background



50th 2019

- 40th anniversary in 2009
 - Invite-only cocktail reception + AGM & Fall Congress
 - Commemorative book: *Stuck Landings*
 - Attendees: life members, club reps, past & present members



*Gymnastics BC
invites you to join us as we
celebrate 40 years!*

*Friday, September 25
7:30 - 10:30 pm*

*Coast Tsawwassen Inn
1665-56 Street, Delta*



This year marks the 40th Anniversary of Gymnastics BC (British Columbia Gymnastics Association). In 1969, the BCGA was formed by a small group of volunteers who believed in the benefits of gymnastics. From this beginning in 1969, the Association has grown to over 38,000 members today at 75 clubs throughout BC.

Gymnastics BC invites you and a guest to celebrate our 40th Anniversary at a special invitation only reception held in conjunction with the GBC AGM and annual Fall Congress.

Please RSVP to attend this complimentary reception by contacting Jenna Van Der Poelen at 604-333-3498 or jvanderpoelen@gymnastics.bc.ca by Friday, September 11, 2009.

Supported by: BC150 Volunteer Incentive Program, S/A Sport & Gymnastics BC



Event Objectives



50th 2019

- To commemorate GBC's 50 years of leadership in the governance, promotion and development of gymnastics in British Columbia;
- To raise profile & value proposition;
- To honour past and present members for their contributions & achievements;
- To create a meaningful networking opportunity for past and present members;
- Potential fundraising opportunity?

Event Date



50th 2019

- Autumn/Winter 2019
- To be held in conjunction with or on the same weekend as GBC AGM and awards night (typically early November)

Event Budget



50th 2019

- To be determined by GBC CEO based on event proposal from 50th anniversary working group

Brainstorm



50th 2019

- Share & discuss ideas for a 50th anniversary celebration!



Event Concepts



50th 2019

- **Concept 1:** Grand Gala
- **Concept 2:** Cocktail Party
- **Concept 3:** Hotel Reception

Grand Gala



- Large-scale venue: River Rock Casino Theatre (Richmond) or similar
- Cocktail reception
- Live entertainment (music, performers) & dancefloor
- Buffet-style catering and/or canapes
- Special guest MC
- Guest speakers (notable alums)
- Commemorative video
- Speeches & video presentation in seated theatre; cocktails + networking in standing area
- Live auction via gifts-in-kind



River Rock Casino Theatre

Cocktail Party



- Large to mid-sized venue: Yaletown Roundhouse Community Centre (Vancouver) or similar;
- Cocktail reception and canapes
- Bring your own catering
- Networking-focused
- Special guest speakers
- Commemorative video
- Commemorative book as take-home gift



Pictured right: Yaletown Roundhouse performance centre (top) and exhibition hall

Hotel Reception



- Mid-size venue: Hilton Vancouver Metrotown
- Held in tandem with GBC Awards & Scholarship Night (think: elevated version of awards night)
- Cocktail reception and canapes
- Special guest speakers
- Commemorative video
- Commemorative book (take home gift)



Hilton Metrotown Vancouver ballroom space

Next Steps...

1. Feasibility
2. Finalize event concept
3. Set date & secure venue
4. Finalize roles & responsibilities



Questions?



Thank you!