



DATE: Thursday, September 15, 2016

TIME: 11:00 AM to 11:44 AM

LOCATION: Founder's Room, US Bank

## MEETING AGENDA GROUP SALES COMMITTEE MEETING

### AGENDA DETAILS

- I. Welcome and introductions – Cathy Miller
- II. Update/participation on mainland sales calls in October, November and January– Cathy Miller
  - a. Questions and discussion regarding sales calls on 9-14.
  - b. Invitation and meeting planner FAM protocol
  - c. Review and discuss Groups space specification chart in Visitors Guide
- III. Review CatalinaChamber.com/groups content and co-op material needs - Amelia Lincoln
  - a. Reminder: please post fall group specials and packages
  - b. Please, please provide paid co-op campaign assets. Take advantage of your participation and payment
- IV. Review Sample Group Itineraries – Cathy Miller
- V. Update on Groups co-op marketing effort – Cathy Miller
- VI. New/Old Business and roundtable updates
  - a. Please return your booked business from Chamber/Visitor Bureau's RFPs
  - b. Group business booking status through the end of the year.
  - c. Lodging inventory changes due to water restrictions
- VII. Next meeting: Thursday, October 20, 2016, 11:00 AM
  - a. Future meetings: November 17, January 19, 2017
  - b. December: NO MEETING

**Mission:** To attract visitors and advocate for commerce on Catalina Island.