

# Meeting Minutes for Membership Committee

1-March-2017

Attendees: Adriene, Chris, Ryan, Mary, Dr. Luc, Jen, Atanu

Absent: Rick

January and February Meetings cancelled.

Board Report – (Chris/Jen)

- Committee financial information will be sent out at a later date due.
- Conference APP will be used in New Orleans -

Committee Reports:

## 1. Sub-Committee Reports

- Awards – (Chris) No update.
- Website – (Ryan) No update.
- Networking – (Adriene/Atanu) – Reservations established for New Orleans, flyer to be distributed. App, social media. (Lori, Jen, Mary) Facilitators needed.
- Membership Initiatives Proposal – (Adriene/ Dr. Luc/Chris)
  - i. Annex B will be reworked and tentatively resubmitted to the BOD in April – Set up next meeting for next week.
- Mentoring – (Dr. Luc) – Mentorship Program Survey –
  - i. ACTION ITEM: (Dr. Luc) Committee will put together initial program ideas to be presented to the BOD. Establish a subcommittee to work on a program proposal.

## 2. Additional Items

- Co-Chair for Membership Committee – Anyone interested? Terrae has officially stepped down.
- Membership Committee Board Report: to be submitted to Lori on Friday.
- Business Process for handling Awards – Ann Thompson suggests that we put together a business process on handling Award applications. Approved process can then be added to the Memberships Committee's SOPs. Task Lead: ??
- Café Press Account – Establish a review process of the activity so that at the end of 2017 a decision can be made on keeping Café Press Account. Task Lead: ??