

# Meeting Minutes for SCHC Membership Committee

## January 16, 2018

Attendees: Adriene, Chris, Atanu, Ryan, Jen

Absent: Liliana, Troy, Dr. Luc, Michelle

Meeting chaired by A Bopp

Troy Azzivitto has submitted a letter to remove himself from the SCHC Membership Committee as of 1/15/18 and will instead work with another committee within the SCHC organization.

### December Meeting Minutes

- Motion to table the approval the minutes to the next meeting ( Atanu/Ryan )
- The motion carried by voice vote

### January Agenda

- Motion to approve the agenda as written (Chris /Atanu)
- Amendments- update Attendees, Absent, Removal of Café Press from Sub-committee, Change Date
- The motion carried by voice vote

### Board Report – (Jen)

- Slate of candidates notified and will be distributed to the Members by the end of the month
- Marriott Crystal Gateway is charging and additional fee for not filling the rooms blocked; Board is reviewing this issue.
- There will be no SCHC Newsletter for Jan – did not sign with new vendor yet. Matrix data will first be assessed by the marketing group and then reviewed by the board before proceeding and hopefully a newsletter will be sent out next month.
- Logo branding activity is taking place and guidelines on using the SCHC logo will be distributed soon.

### Committee Reports:

#### 1. Sub-Committee Reports

- Awards – (Chris) – No update. **Action Item:** Chris will send a blurb to the Social Committee and for a Blast to remind members to nominate members for awards.
- Website – (Ryan) – Meeting minutes and Membership Committee members to be updated online. **Action Item:** Adriene will send updates to Ryan. **Action Item:** Ryan will update website with past minutes and member contact info.

- Networking – (Adriene, Chris, Lilliana) – Sub-committee meeting scheduled for this week discuss details needed to set up dinners/lunches for the Spring Meeting. **Action item:** Adriene will set up meeting for this week.
- Membership Initiative (Invite a Friend Incentive Program) – (Chris/Adriene) – **Action Item:** Chris will email to be sent to Lori with questions on details of tracking new members and discount codes, and how we can help in managing this for this incentive program.
- New Member Support Initiative (NMSI) – (Dr. Luc/Lilliana) – No update.

2. Additional Item – no additional items.

3. Membership Initiative Proposal B (Chris/Adriene) – In progress. The initial proposal addressed 3 scenarios and the wording was complicated. So, we are working on separating them out to provide a more clear description of the incentive details.

4. Motion to Adjourn: (Chris /Atanu) The motion carried by voice vote.

**Next Meeting: Wednesday, February 7 @ 2-3PM EST**