

DC/MD AER BOARD MEETING

September 1, 2021

4:00-5:30 PM

Objectives: Decision about moving conference to spring, collaboration with State Steering, message regarding Ruth Ann's passing, elections

1. Welcome and roll call (5 minutes) - Josh
In Attendance: Josh, Al, Matt, Becky, Krista
2. Determination of roles for the meeting (1 minute):
 - a. Leader: Josh
 - b. Recorder: Krista
 - c. Timekeeper: Rebecca
3. Review of meeting objectives and additions to agenda (2 minutes) - Josh
4. Treasurer Report (15 minutes) - Al
 - a. We have \$18,884.04, got our 2nd quarter rebate
 - b. We paid out money to Lowthian for our website.
 - c. Al went to the national meeting. Every chapter should have a 501C3. We need to contact IRS to get our 501 C3 status.
 - d. Do we have director and liability insurance? I think we discussed this in the past. Forest Jones offers it and national recommends it. It's about \$500 and I'm not sure what we need it for. Josh will look back at the notes. It was discussed prior.
 - e. We are working on a new magazine to complement JVIB. The New Review will also have a website and blog stuff to go with it. More editorial and product usage kind of stuff. Like the old RE:View. Still in planning stages.
 - f. The international conference is July 20-24 in St. Louis. Should be a call for presentations soon.
5. Message from Board re: Send message about Ruth Ann's passing. Determine if there is a place to make donations. Josh will check on where to make donations. The board will discuss a donation. This will be separate from the conference message.
6. Conference Planning (25 minutes) - Josh-
 - a. Conference- We will postpone the conference to the spring. The steering committee (contact person-Dena Zorbach), has a grant and we would partner with them. We will discuss negotiating the deposit refund. We have 9 presenters. People can still apply to present. Put out a call for papers. Josh will check with the hotel and speakers on a conference date for the spring
 - b. Awards Committee - Al
 - i. We have at least one entry for each category except Friend. We have two for education.
 - c. Website/Membership update - Al
Check out a draft of our website at <https://dcmaer.ldw.me/> Discussion of designating someone to keep updates to the website. Also, we need someone to

keep up with the social media page. We need to try the website with a screen reader.

- b. Additional comments from the Board:
7. Election of Officers (25 minutes)
- a. ELECTIONS- AL WILL RUN FOR PRESIDENT! MATT WILL RUN FOR TREASURER! The President Elect will fill in for the President. We will have a special election to fill the positions of president and president-elect. We need to call a special elections or the board can appoint someone. The board can elect a president elect now. In March we will vote on a president elect and the current president elect will become president.
 - b. Rebecca will reach out to Karen Frank about chairing the nominations committee. Rebecca has stated she will chair the nominations committee. We get nominations and make a Google form. Jim Deremick will have a list of former board members.
 - c. We need to find the list of dates of whose term is up on the board.
 - d. Rebecca brough up looking for a student to participate in the board. We look at the bylaws. Look at it as an appointed position. A change in the bylaws needs a member vote.
8. Action Items/Follow-up (3 minutes) - Josh
- a. Next meeting action items- Josh to send message about Ruth Ann's passing, Josh to send conference postponement, Josh to reach out to Maritime and AI to contact them, Josh to reach back to Dena about the steering committee involvement, Rebecca to find nominees for president elect. We will have another election in March. Put the call for nominees on the social media page.
 - b. Next meeting is September 22 at 5:00
9. Meeting adjourned:5:14