Objectives: conference updates, elections, website
1. Welcome and roll call (5 minutes) - Al
   In Attendance: Al, Karen, Matt, Josh, Abby, Becky, Ericka, Debra, Sarah, Krista

2. Determination of roles for the meeting (1 minute):
   a. Facilitator: Al
   b. Recorder: Abby
   c. Timekeeper: Not needed
3. Review of meeting objectives and additions to agenda (2 minutes) - Al
   a. Conference coming up next month, awards, new website, new officers
4. Treasurer Report (1 minute) - Al / Matt
   a. We have $18,116.31
   b. Still need to get together with Matt to transfer stuff over. Al did taxes this year.
   c. We wrote a check to ACVREP to become a RPPLE provider
5. Conference Planning (30 minutes) - Josh
   a. 7 presenters, open meeting at the end, awards,
   b. Saturday, March 12, 2022. Virtual. Free for in-state members. , $10 out of state
      AER members, $25 non-members
   a. Registration - online form through website
   b. Payments - Stripe, through website
   c. How is the whole thing going to work?
      i. Josh will set up zoom links, one zoom link, breakout rooms, make sure
         speakers have codes, will need survey sheets to presenters, maybe a poll
         within zoom? Have someone present to monitor the chat.
   d. We are set for Maritime next year on March 10, 2023
   e. Saturdays may be an issue going forward
   f. Awards Committee - Al
      All winners have been notified. Haven’t nailed down all the presenters yet.
      Awards have been purchased. Jackie Otwell has them right now - have to
      determine how they will get to the winners?
      Need to make sure all winners and presenters have the zoom link.
   g. Additional comments from the Board:

5. Website/Membership update (5 minutes) - Al
   Our new website is live  www.dcmdaer.org
   Al, Josh and Krista went to workshop to update website when needed. Geoffrey
   is always available to assist.
Student member idea on our board to represent students - student interest and student perspective. Could it be presented at the conference, and be voted on? Appointed student member. Al will write something up to have a student member on the board when available.

6. Election of Officers (5 minutes)
   a. Nominations committee update - Becky/Al
   b. Elections closed Feb 4. New officers will take effect day of conference, March 12
   c. New officers will be:
      1. President      Al Kaufman      Spring 2022
      2. Past President Vacant unless Josh wants it again
      3. President Elect Karen Frank    Spring 2022
      4. Secretary      Abby Gifford   Spring 2022
      5. Treasurer      Matt Spencer   Spring 2022
      6. Board member   Krista Harris-Hermann Spring 2021
      7. Board member   Rebecca Hommer Spring 2021
      8. Board member   Sarah Wilkins  Spring 2022
      9. Board member   Ericka Tinsley Spring 2022
     10. Board member   Diane Ducharme Spring 2022

D. Al is getting photos and bios from newbies to put on website

7. Action Items/Follow-up (3 minutes) - Al
   a. Next meeting: March 12th
   b. Meeting adjourned: 5:45 pm