

## **DC/MD AER BOARD MEETING**

**September 13, 2022**

**7:00-8:30 pm**

**Objectives:** conference, vendor fair, attracting O&Mers, committees

1. Welcome and roll call (5 minutes) - Al  
In Attendance: Al, Ericka, Matt, Krista, Hannah, Diane, Sarah, Karen
2. Determination of roles for the meeting (1 minute):
  - a. Facilitator: Al
  - b. Recorder: Ericka
  - c. Timekeeper: We don't need no stinking timekeeper
3. Review of meeting objectives and additions to agenda (2 minutes) - Al
4. Treasurer Report (3 minutes) - Matt
  - a. We have \$15,670. We have not yet deposited the \$3,500 grant check.
5. Possible new Vision Award – (10 minutes) – Al/Josh
  - a. Foundation that has run through MSB that has a professional achievement award. Dennis Gerald and Clair Loder McGuff Professional Achievement Award.
  - b. They help sponsor a conference to give the award out. They thought we may want to. Perhaps they could sponsor our conference.
  - c. Comes with a cash award. Commemorates more of a single act. An achievement.
  - d. They don't have a set amount they can give us. Anywhere between 2-5 thousand bucks. Time to receive the award about the same as our awards.
  - e. Will forward more info about award to board. We can help them advertise the award.
  - f. We have agreed to do this.
6. Vendor Fair –(30 minutes) –Al
  - a. November 9, 2022 6-8 pm Courtyard by Marriott Baltimore Hunt Valley. Buffet and cash bar.
  - b. In conjunction with MSB's tech fair
  - c. Vendors attending so far: APH (thanks MSB), Vispero, Integration Technologies Group, Allied Instructional Services, Touch Graphics, Guiding Eyes, Maryland State Library for the Blind.
  - d. Vendors will be \$150 plus \$50 raffle
  - e. What should we charge people? Are we good with \$5 members and \$15 non-members? Free raffle ticket for members. Advertise bringing cash for more raffle tix. Everyone is cool with the fees.
  - f. Matt will look up QR code for people to pay electronically.
  - g. If sign up for membership that night, it is free.
  - h. Need people to help with set-up, clean-up, door, etc.
    - i. Tablecloths for vendors
    - ii. Set-up, clean-up, etc. - Ericka, AER board

- iii. Need a raffle person. Sarah and Matt will be at the door. Does anyone have raffle tickets? AI will get them.
7. Conference –(15 minutes) - AI
- a. Call for Papers has gone out. We've had one whole submission.
  - b. Price is \$72 per person from Maritime, plus \$200 for dining area and \$300 for awards. Plus there will be some free lunches for award winners. Was looking at \$80 for members and \$105 for non-members, but we may need to go higher.
  - c. Go up to \$125 for non-members
  - d. Presentation submissions are due by October 14. Will start registration in November
  - e. AER/Steering working together. Two possible speakers, 1 from APH and 1 from lego braille bricks. Lego braille bricks - free session with OT/TVI presenting.
  - f. At this time, the board decides that there is no virtual option for this conference. Conference can be recorded, if recording works, we can advertise it being disseminated to those who may have missed the conference.
  - g. Steering and AER will be working together on recruiting speakers/advertising together.
8. Subcommittees – (15 minutes) –Various
- a. Membership Committee –Ericka, <https://www.instagram.com/dcmdaer> Please share.
    - i. google group sharing ideas. Working on brainstorming creative ways to use social media to recruit members.
    - ii. MSB Outreach put AER membership in their budget, so we are getting a bunch of new members from them.
    - iii. Share the “Why you should join AER.” Link with others <https://www.instagram.com/p/CiaefVQja5F/>
    - iv. Posting ideas: Reels and trending songs. Hot topics in the field of vision. New AT. Short interviews with people from AT companies, vendors. Resources, teacher tips, organizations for job opportunities (Job Postings), internships, O&M and VI programs for students, (future charge for ads and posts). Targeted audience. Up and coming research. Live chats. Post questions. Go live at the Conference and Vendor fair. Universities advertise graduate programs.
    - v. If you want to post something, or have ideas about content, on Instagram, send to Ericka. Review and clean up membership list.
  - b. Bylaws Committee – Karen
  - c. Awards Committee – Dena
    - i. Should get pleas out in a week or so
  - d. Nomination Committee –Abby
    - i. Make sure we get Jamie Austin on next board. She's wants to be involved
9. Action Items/ Follow-up – (2 minutes) – AI
- a. Next meeting: Monday, November 14, 2022 7 pm
  - b. Meeting adjourned: 8:40 pm

