Welcome and roll call (5 minutes)

Attendance: Karen Frank, Al Kaufman, Sharon Payne, Matt Spencer, Diane Ducharme, Jackie Otwell, Kinyatti Gakuhi, Taylor Lahey, Josh Iryzk, Jamie Austin, Amy Morrell, Others who attended AER Conference

Welcome to the 2023 - 2024 DC/MD AER Board!

President    Karen Frank    Spring 2024
Past President  Al Kaufman  Spring 2024
President Elect  Sharon Payne  Spring 2024
Secretary  Abby Gifford  Spring 2024
Treasurer  Matt Spencer  Spring 2024
Board member  Ericka Tinsley  Spring 2024
Board member  Sarah Wilkins  Spring 2024
Board member  Diane Ducharme  Spring 2024
Board member  Jackie Otwell  Spring 2025
Board member  Kinyatti Gakuhi  Spring 2025
Student Rep  vacant

1. Treasurer Report (3 minutes) - Matt
   ○ Account balance: 17, 328
   ○ Expenses to be paid?

2. Conference - Quick Debrief
   ○ What worked well?
     - Presenters
     - 2 presentation rooms with registration close
     - QRI Codes
     - Good lunch
   What didn’t work?
     - Toilet in the ladies room
     - People didn’t know which building to go to and where to go once they entered. Need more signage next time
     - Some individuals did know how to use QR codes
     - Making sure accommodations are met. A person requested Braille and it was not provided, however, it was shared that electronic versions of the powerpoints would be available instead but they did not respond to that email
3. Board
   ○ Need photos of new board members for the website: Jackie, Kinyatti, Sharon
   ○ The treasurer and the secretary terms should not expire at the same time.
     i. Solutions: Change the dates of when it should expire (opposite years) - does this change bylaws?

4. Sub-committees - Each board member is expected to be on a sub-committee. Select committees
   I. Awards Committee - The awards committee shall establish awards and criteria, is charged with the responsibility of polling the membership at least 90 days prior to the annual meeting for the purpose of soliciting nominations for all awards and citations to be presented at the chapter meeting
      A. Chair: Dena Zorbach
      B. Members: Kinyatti, Becky Hommer, Krista H-H.
   
   II. Media Committee - Shall maintain an online presence for the chapter through our website and other social media platforms, including promoting chapter activities.
      A. Chair: Erika Tinsley
      B. Members: Maria Mora, Krista Herman-Harris
   
   III. Membership and Nominations Committee: Shall develop and implement a membership recruitment and retention program for the chapter in conjunction with the AER International office and recruit candidates to fill any vacant positions on the board.
      A. Chair: Karen Frank
      B. Members: Josh Iryzk, Jim Deremick, Al Kaufman
   
   IV. Mentor Committee - Shall develop and maintain a program in which veterans in the field are teamed up with newer professionals who seek guidance from someone with more experience in the field.
      A. Chair: Jamie Austin and Taylor Lahey
      B. Members: Amy Morrell, Al Kaufman
   
   V. Program Committee - the principal task of the committee is to plan and prepare, with the full assistance of the Board of Directors, for the next annual meeting of the chapter
      A. Chair: Al Kaufman
      B. Members: Jackie Otwell, Karen Frank, Diane Ducharme, Sharon Payne

5. Upcoming Events
   ○ Apple Accessibility workshop in April
     i. Updates: Not sure of date or location yet; Annapolis or Towson location, Likely a date will be picked and shared
o BlindShell/All-Terrain cane demo
   i. At MSB, Early Learning Outreach building
   ii. Confirm? Tuesday April 18 at 4 at MSB

o Perhaps a picnic when the weather is warmer.
   i. Central location in May or April

o Ophthalmological Update
   i. Possibly in September or October
   ii. Jim Deremick looking into

6. Future Meetings
   o Preferred time of day? 7 pm
   o Preferred day of the week? Tuesdays
   o Topics for next meeting: Reviewing conference in greater detail
   o Select date: 2nd Tuesdays of the month, next meeting April 11th

Adjourn