

These minutes are subject to approval at the next meeting of the Executive Board....



EdTOA Executive Committee Meeting
Phone Bridge, April 4, 2006 9:00 AM

In attendance:

Dave Geasey – Chair

Bill Meyers – Western Rep

Bob Racette – Member Chair

Peter Houghton – Northeast Rep

Emily Trapp – Southeast Rep

Jeff Donahue - CIO Liaison/Central Rep

STC 2006:

- Dave, Bill & Peter started the call with a discussion on how we facilitate registration for invited speakers and the process for securing their hotel rooms. Bill will forward a list of EdTOA's invited speakers to Dave Powalyk to get the rooms taken care of and Dave will forward the final list of presenters to Ruedi Lienhard to get them into the registration system (so they can get meal tickets, badges, etc.).
- Discussion on where we stand on sessions:
 - Dave is still working on a possible session on Copyright. The guy who presented last time is unavailable, but has referred him to another possibility. Dave will follow up.
 - Dave is relatively certain we will have a session on Digital Photography from Jim's colleague at Cayuga (Bruce Walter). Dave is still trying to get more info.
 - We have offered the 1:15 Vendor Presentation time slot to the presenter from Extron, who will do an EdTOA presentation at 3:15 (so his two sessions won't be back to back).
 - Bill offered the 8AM Tuesday time slot to the presenter of the "Recycling" session, as he has to be back in Albany by Tuesday evening.
 - Emily has been talking to Mark Reiman (an Engineer with Kodak) on a possible session on Enabling Photographers to archive their photography with inkjet printers (Sorry, I didn't get an exact title on this!). This would be a good session to have after the Digital Photo session on Wednesday.
 - Dave had a session idea about something their doing at Oneonta that might be similar to the IP video conferencing session Dave Shurtleff is doing on Monday. He will keep this in reserve if we need it.
 - Emily asked if anyone is doing anything with Digital Signage on their campus? She is installing a bunch, but would like to know more. This might be something we could have a vendor or installer present on. No real decision reached on this.
 - Emily is still trying to get Gary Kayye to come speak. He has not said one way or another but she is still hoping. It's difficult in that our show is so close on the heels of InfoComm.
- Here is the EdTOA schedule as it presently stands:

Monday:			
Session 1	10:15 - 11:00 am		General business meeting
Session 2	11:00 - 12:noon		General business meeting
Session 3	3:30 - 4:15 pm		IP Videoconferencing - David Shurteiff
Session 4	4:30 - 5:15 pm		Disaster Recovery - Derek Toten
Tuesday:			
Session 5	8:00 - 8:45 am		Recycle old Eq. -- Peter from Waste Mgmt
Session 6	11:00 - 12:00 pm		Transition from VHS - Diane Biello
Session 7	1:15 - 2:00 pm		Network Monitoring - Bill/Brad
Session 8	2:15 - 3:00 pm		Innovation of Classroom Design (Jeff & Em)
Session 9	3:15 - 4:00 pm		DVI/HDMI -- Roy from Extron
Wednesday:			
Session 10	8:00 - 8:45 am		Eq. Security Roundtable
Session 11	9:00 - 9:45 am		Dig. Photo
Session 12	10:15 - 11:00 am		Kodak - Enabling photographers to use inkjet printing for archiving photos
Session 13	11:15 - 12 noon		Gary Kaye or Copyright session????

- Bill will forward a list to Dave P. of the following speakers to secure hotel rooms:
 - Derek Toten (Sunday & Monday nights?)
 - Diane Biello (Monday night?? Possible Vendor?)
 - Unnamed Copyright lawyer (Tuesday night, if needed?)
 - Roy from Extron (Monday night, if they don't make their own)

Please let Bill know if something changes in the above list (name change, etc.) or if they need a room on a different night, or more or less nights, etc.

Discussion followed on equipment loan from Apple for STC. We've borrowed iMacs to use as express stations for several years without incident (Bill has facilitated this). Now Apple has sent a contract for Bill to sign on behalf of the committee & the Convention Center, guaranteeing the security of the equipment & protecting Apple from legal action resulting from this loan. No one thinks this is a good thing! The question came up on possible insurance riders to cover loss in case something does happen to the equipment. Bill mentioned his discussions with SUNY Fredonia, as they got a similar document in

conjunction with their hosting the CIT conference this year. We all hope this can be worked out somehow.

We discussed honorariums for invited speakers, and specifically one for Derek Toten. We agreed a \$200 stipend was more than reasonable for this session, and Jeff will make that offer. A discussion followed on how much has been paid for some speakers in the past, and we all felt this was a good use of the treasury.

No discussion today on Dave's suggestion from the last call on having a regional meeting before the STC.

Respectfully submitted,

Bill Meyers & Peter Houghton
Secretary Substitutes! (THANKS!!!!!! hmr)