

**Agenda**

EdTOA Exec conference call  
1:00 p.m. on Thursday, November 09, 2017  
Call-in number: 607-777-3200  
Access Code: 17100716

* Call to Order
  + Present: English, Larrivey, Meyers, Romero, Taverna, Trapp, Tucci
  + Absent: Kenyon
  + CtO@1:05PM
* Approve previous meeting minutes
  + Motion: Drew
  + 2nd: Chris
* Old Business
  + Website content
    - A lot of chatter about digital signage this week on EdTOA board. New blog post? - STC Session, how can we take good discussions from listserv and translate to the website - how can we archive the conversations on the listserv? Our listserv is Listserv 16.0. Chris will look into a plugin to link LIstserv 16.0 to our website.
  + CPD Crestron – Emily report on what sapphire marketing had to say. - Conversation with our last rep, moving forward on discussion. Waiting to hear back. Difficult because we don’t have a rep for our part of the state.
* New Business
  + Technology DIscussion at University of Rochester on 12/5 - information was sent to the listserv - Chris will make this into a blog post and send Fermin the direct link (tag with conference)
  + CUNY conference - Chris will make this into a blog post (tag with conference)
  + Subscription option on EdTOA website, subscribers get a monthly email of what’s new - Fermin and Drew will work on adding the listserv to this monthly digest email.
  + Accessibility - Ensemble closed captioning, further discussion may need to be held on this topic
  + STC theme is “The ongoing search for the next big thing” 25 year celebration
* Reports
  + Vice-Chair - Post to the website “What’s on your bench” blog, post was “[Roseann Anzalone shares wisdom before final bow.](https://www.edtoa.suny.edu/roseann-anzalone-shares-wisdom-before-final-bow/)”; working on getting our knowledge base together
  + Treasurer - No new report, no payouts this month. May want to start looking at gifts and STC now.
  + Secretary - Minutes will be posted to the website after they are approved
  + Programming and Practice - Follow up on forums
  + External Liaison - CCIO minutes were shared, COA minutes will be sent to us as well
  + Membership - Following up with people who sign up on website. Working on communication 2-3 times a year to remind people about membership and pull them to the website.
* Next Meeting December 14, 1:00 pm
* Adjourn
  + Adjourned@1:44PM