

**Agenda**

EdTOA Exec conference call
1:00 p.m. on Thursday, June 14, 2018
Call-in number: 607-777-3200
Access Code: 08281166

* Call to Order
	+ Present: English, Kenyon, Larrivey, Meyers, Romero, Taverna, Tucci
	+ Absent: Trapp
	+ CTO @ 1:03PM
* Approve previous meeting minutes
	+ Approved - Motion - Drew, Second - Mark
* Old Business
	+ Website content
		- Next post? - Mark writing a post
		- Discuss at general business meeting at STC
		- 3 different areas people can contribute content to; can we create templates for these so people can fill in the blanks - Fermin suggested showing the template at the general business meeting; Mark suggested people with devices could submit something during STC; Kelly suggested having an additional checkbox on template to request wordsmithing to put together a readable article based on information submitted, that way people who are not comfortable writing could still submit something.
		- Mark can interview/fill in templates while talking to people during campus visits; Mark will share with Board when/where he will be going so if others wish to join him they could
		- Fermin shared links to the templates on the website
	+ Win10 forum
		- How’d it go? - One EdTOA person attended
* New Business
	+ STC Next week - Exec Council will be there except for Emily; Fermin will have brief time to talk during lunch; Kelly asked about buttons, Drew has those as well as table dressings, speaker gifts, and branded bags to give out; all Exec Council positions except Fermin and Mark are open, all people on the call are willing to continue - we will ask for others during business meeting as well as solicit volunteers to work with the Council Chairs; by having more people involved it could increase excitement and grow the EdTOA brand; if uncontested elections Fermin will ask for one vote to be cast in favor;
	+ Who’s using Zoom?
		- It’s only $1800 for a yearly license. Broome is switching this summer from FUZE to ZOOM. - Possible issues with purchasing licenses? Some campuses have it, others have issues through purchasing department;
* Reports
	+ Vice-Chair
		- Covered above in website
	+ Treasurer
		- Payout of pins leaves balance of $13,652.63
	+ Secretary
		- No Report
	+ Programming and Practice
		- No Report
	+ External Liaison
		- CIO meeting May minutes being prepared to share
	+ Membership
		- One person reached out about former employee being listed on website. What is the easiest way to keep this list updated? Can use update form on the page for the campus.
* Adjourn
	+ Adjourned @ 1:40PM