

**Agenda**

EdTOA Exec conference call  
1:00 p.m. on Thursday, December 13th, 2018  
Zoom Link: https://zoom.us/j/6077785657

* Call to Order.
  + 1:02pm. Present: Drew, Fermin, Bill, Cindy, Melaine, Mark
* Approve previous meeting minutes
  + Motion – Cindy Stoner. Second – Bill Meyers
* Old Business
  + Website
    - 2 recent submissions on “Meet Ed” for the website. Mark is going to get a picture for those before publishing. He’ll also submit a “what’s on my bench” story soon
    - Mark also mentioned Melaine’s “Support event”. Melaine is interested in having it at the SUNY CPD office in Syracuse. Melaine suggested finding a date during spring break in order to facilitate travel. Melaine will be reaching out to CPD for details. Facilities fee? Lunch costs? Fermin is interested in Leadership training opportunities. Melaine will discuss with CPD. Mark is looking at a Crestron CPD event in spring sometime. Melaine will check on a “Thursday / Friday” option at CPD for both events.
* New Business
  + Fieldtrip to Maritime
    - Bill Meyers to follow up with Kyesha (Sp?). See if spring is an option
  + COA Liaison
    - Fermin updated us that COA will be sharing their minutes with us, and that we’ll be sharing our minutes with them
  + EdTOA Case
    - Fermin has a woodworker who might be interested in updating our placards. Fermin will look in to costs
  + STC Sessions
    - New CPD system going online for session submissions. Fermin is inquiring how we can best engage our constituency for submissions. “Leadership” is the STC theme this year. Bill suggested a “how did you become a leader” session. Fermin suggested focusing more on technicians, rather than managers, as a way to increase interest in attendance and participation. Drew mentioned that EdTOA has tried reaching out for topic ideas in the past, with little success. A discussion ensured about reaching out to new EdTOA members. Drew will send Fermin and Bill the google form for submissions. Fermin will talk to COA on how they elicit responses. Bill suggested having exec members shepherd a particular topic from interest to session.
* Reports
  + Vice-Chair
    - No new Report. Would like to explore AVIXA opportunities for next meeting.
  + Treasurer
    - $18,303.91 in account
  + Secretary
    - Not present
  + Programming and Practice
    - No report
  + External Liaison
    - Wizard report attached to email to group. SUNY Procurement process also included
  + Membership
    - One new member reached out to. Fermin will reach out to Cindy to see if she’s on email
* Adjourn
  + Mark English Motioned. Cindy Stoner Second
  + Adjourned at 2:02pm