



## Agenda

EdTOA Exec conference call

1:00 p.m. on Thursday, April 10, 2019

Zoom Link: <https://zoom.us/j/6077785657>

- Call to Order
  - CTO @ 1:03 PM
  - Present: English, Larrivey, Meyers, Romero, Taverna, Tucci
  - Absent: Kenyon, Stoner
- Approve previous meeting minutes
  - Motion: Mark
- Old Business
  - Website - Mark added a new Meet Ed was added today about Pete Houghton; Mark is working on a comparison write-up between two web conferencing packages; Drew and Fermin both have things they might be able to write about for website; Fermin will write about Spectrum e-lift desk
  - STC Sessions - We are full on sessions, 10 sessions (+1 for business meeting); we had 3 more sessions than we have room for, suggested that they submit again next year; looking into possibility of using additional room for Birds of a Feather to possibly run concurrently with another session; discussion about speaker gifts, we need to buy something for a speaker gift - Drew will send out some options, we do have some left-over swag but not enough, would we be willing to do \$30-40 per gift, Fermin will reach out to Teamworld about the backpacks, we may have to buy a minimum number of items to place the order; perhaps look at other options from their website; will probably have 16-18 speakers to buy gifts for, so may need to order 20 or 25.
  - EdTOA Moving Forward -
- New Business
  - Cool Spaces - Discussed above; Bill has something he's working on to submit prior to STC
  - Mark asked who has been Chair previously, would like to get advice about expectations and responsibilities; Drew will provide information; Drew suggested reaching out to existing Exec Comm members to see if they are interested in staying on

- Fermin commented on that we were not full on sessions this time last year, suggested to Mark that he send similar email that we sent this year; Kelly suggested having a cut off date for submissions and then we would vote on sessions after the cut off. Drew didn't want to wait until mid April because hotels fill up, perhaps we could do rounds. Kelly suggested 3 rounds, February 15, March 15, and April 15; Fermin advised Mark about following up on conversations from STC
- Avixa training - Drew will update spreadsheet numbers, seems still open for August if we wanted to plan that; we would want to let people know earlier so they can plan, August is in the new budget year; discussion about certification and recertifications; maybe if we were skipping years the off years could be small RU Credit offerings
- **Reports**
  - **Vice-Chair** - Mark sent along a draft for the survey, Drew responded, if others can look over and respond that would be appreciated; survey would be both online and at STC; Bill had a suggestion to switch from yes/no to likert scale of frequency; do we want to collect data on educational experience - yes but make it optional; Possibility of doing a live Meet Ed at our business meeting at STC, would there be time in the agenda to do this? call for a volunteer from the audience, take a picture, and complete interview - there has been a section for the website, so this will fit; add a web administrator position to exec comm? this position would maintain the website and dedicate time to improve site - Bill: would this be a voting member, we'd need to have a general vote on that at STC; Fermin passed along that Mark Irwin is currently the web administrator not a voting member of exec comm; Drew commented on needs of notice to general membership and concern of going to an even number of members on the exec comm could lead to tie votes; Fermin suggested there could be a non-voting person/committee that could act on this, discussion that this could live under membership that is invited but not required to attend monthly meetings
  - **Treasurer** - we paid out \$627.50 for Oswego event; Drew needs to recheck balances due to a change in how the accounts get charged, so we have more money than we thought. Fermin needs to get the trophy case paid for, Fermin will put the person in touch with Drew so they can get paid.
  - **Secretary** - Approved minutes uploaded to, draft minutes sent to Exec. Comm
  - **Programming and Practice** - Good forum at Oswego last month, expecting 14-15 people had 3 people cancel due to weather, but still had 14 people attend and one attended remotely through Zoom
  - **External Liaison** - Melaine sent minutes from CCIIO; Fermin sent minutes from COA
  - **Membership** - Kelly and Cindy have reached out to new people; are we ordering more buttons? We have about 100 left, can we order 200 with dates for this year (would have to order 2 batches of 100, cheaper to order 300 (\$4.50 per at 100, \$2.10 per at 300) Fermin will place order for 300 pins with the date
- **Adjourn**
  - Adjourned @ 2:01 PM