



## Minutes

EdTOA Exec conference call  
3:00 p.m. on Tuesday, Nov.19, 2019  
Teams Conference ID: 142 286 28#

1. Call to Order
  - CTO @ 3:04 PM
  - Present: English, Larrivey, Meyers, Stoner, Taverna, Tucci
2. Approve previous meeting minutes
  - Drew Motion; Cindy Seconded
3. Old Business
  - Website – Cool Spaces, Meet Ed, What’s on My Bench
    - Enticements to get members to contribute
    - Mark would like to have a simple link to MeetEd and then have thumbnails for each person featured
  - Ideas for Forums
    - Received many suggestions for topics:
      - Accessibility, improving project communication, HP53, cool mobile apps, lampless projections, video walls, UHD/HDR, AVOIP, wireless sharing, beam forming mics, touch voice gesture, physical/online accessibility, virtual meetings
    - Would like to hold 2-3 forums + STC
    - Bill will send something out to get people thinking about hosting a forum
  - Committee volunteers from STC - Cindy heard back from two people willing to volunteer, if there are areas that need assistance we can get them involved. One can work with membership. Would be good to have a few extra people to help at STC as well. Perhaps the other person could work with external liaison. Programming and practice could use someone in the Eastern side of the state so that events could be attended. Discussion on committee structure. What could the communication structure look like for external organizations that we each belong to and then they could send summary to Melaine

- Website Summit - Discussion on summit perhaps hold closer to Cortland with option for remote attendance - more to come later
  - Who should/wants to attend?
  - Ideas for improvements
    - More impactful home page
    - More intuitive navigation
    - Listserv archive
- Crestron Training - Mark reached out to Crestron rep; pursuing training; Event at Buff State 11/22
- Monthly webinars? - question about picking a standard platform to use or let the host use what they have on their campus
- ADA webinars? - classroom webinar upcoming, perhaps in February - 8 webinars planned in total

#### 4. New Business

- Buff State Crestron Showcase - Scheduled for 11/22
- Website - should we look at a different platform for website? What options are there? Drew is going to check with Fermin for details on where the EdTOA site is hosted as well as the domain registration. Mark would like to have an elevated role for the web administrator, be a member of the executive committee - this discussion will be tabled until next meeting, send Mark thoughts on this and we can discuss over email until our next meeting

#### 5. Reports

- Vice-Chair - Mark expressed thanks for the consistent MeetEd posts; Kelly is continuing to build a pool of people to post;
- Treasurer - One more bill from STC, for pins, paid recently; \$1,320.66 CPD bill for Avixa class; new balance is \$14,587.88
- Secretary - Approved minutes will be uploaded to website, draft minutes sent to Exec. Comm - discussion about sending minutes to the list as well, decision was to send to the listserv once they have been approved in addition to posting on the website
- Programming and Practice - Bill will send out note about soliciting forums for the spring and to see if anyone is interested in working on events
- External Liaison - no report
- Membership - 7 new members in the last month, Cindy has done a welcome call to all of them; contacted people who indicated interest in serving on committees and will follow up with them; we have a good mechanism for welcoming, but no mechanism to reach out to people who leave or to update our membership list when people leave the listserv. Membership numbers have held in the 270s, currently at 277. The issue is that the campus listings on the website may be out of date.

#### 6. Adjourn

- Adjourned @ 3:59 PM