



NAI Great Lakes Region 4 March 2019 Conference Call Agenda
March 4, 2019
3:00PM EST

Present: Deb Nofzinger, Jennifer McDowell, Jenn Kirts, Bob Dispenza, Cookie Ferguson, Laurel Zoet, Aaron Douglass, Renell Roebuck, Michelle Fournier

Absent: Kelly Bently, Jill Vance, Will Gosnell

Director's Report – Deb Nofzinger

- Budget discussion – Deb does not yet have everyone's budget. This is a July 2019-June 2020 budget.
- Regional Business Meeting – This will be held on Thursday, April 25 at 9am during the RIW. Jeopardy is on the table right now, if you have a better idea, let Deb know.

Deputy Director's Report – Jennifer McDowell

- Regional Workshop updates for 2019
 - Early bird registration ended on February 28. We have 98 registered online, paper registrations are not yet counted, 9 are one-day registrations. We have 67 registered for mobile workshops – the Notre Dame one is the most popular so far. There are still a number of presenters who are not yet registered. Jennifer needs to check on the break-even number for this conference. Regular registration will close at the end of this (March) month.
 - Jennifer is trying to attend their April 3rd committee meeting.
 - Board communication has started for needs for the workshop.
- RIW 2020 – Contract is at the National Office with Michelle and was due February 28. Michelle had further questions and was supposed to be following up with the hotel. This can cause confusion for the hotel person and the committee. It will be downtown Cleveland in the District.
- RIW 2021 – We will be back in Michigan. Katie will be co-chairing in Grand Rapids with Melinda Robinette and Jeanette Henderson. They had a good meeting with the CVB in Grand Rapids and are trying to push for Calvin College to be the host site. They're looking at the third week of March to push back into March – it's Calvin's spring break so we could get a reduced rate and have access to dorms potentially.
- 2022 – National is in Cleveland, so no RIW that year. Have we heard any details about this yet?

Secretary's Report – Jenn Kirts

- Deb Nofzinger moved to approve January's meetings, Jennifer McDowell seconded, it was approved. Jenn Kirts will pass to Aaron for posting on the website.

Treasurer's Report – Bob Dispenza

- Dispersements since last time were a refund and a swag bag shoulder bag. A few sponsorships have come in.
- Communication has been going well with dispersements for the committee.
- Bob will be on vacation the first week of April, so dispersements requests need to happen before or after that.

Committee Reports

- Archives – Cookie Ferguson – She reached out to the South Bend Committee and Ball State. She is working on contacting the two RIWs she missed to get materials. She will be there on Tuesday at this year's RIW to promote archives.
- Awards – Laurel Zoet – We received nominations for every category this year. We will be recognizing recipients for every category this year. This week she will confirm who can and cannot attend and she will start collecting pictures for the Awards Banquet Slideshow. We need to set up the dinner coupon code for a free meal through National. Once she gets confirmation on the people, she will submit the

awards to the plaque people – she will send the proof to the recipients to make sure the plaques are accurate. She is also working with Marie Laudeman on Awards Night because Scott Beam has something he wants to place a car in the Awards Banquet room but we have to figure out if there's an extra cost for this.

- Communication – Aaron Douglass – Hannah from the RIW Committee shared some great content for Facebook and Instagram for mobiles. The announcement of the Instagram page will go out and hopefully we will get some more followers. He submitted a Facebook ad for the RIW. You can target locations, occupations, etc. Aaron is looking for \$50 to boost a Facebook post regarding the RIW this year. \$50 would boost it through the end of the month. The deadline is March 22.
- Interpretive Project Grants – Kelly Bentley – No report
- Scholarships and Grants – Jill Vance – No report – The auction stuff should have made its way to Indiana at the end of the 2019 RIW.
- Membership – Renell Roebuck – The comp memberships for 2019 forms have been posted. WE will review in May and grant out in June. Tomorrow she and Deb will be at the Wildlife Diversity Conference with a vendor table. Has anyone found the pull-up banner? It seems to have gone missing.
- Student Involvement Committee – Will Gosnell – No report, We don't know where we stand with the one-day student registration scholarships and student membership. Deb will follow up with him.
- Ways and Means –Michelle Fournier – She has been in touch with the South Bend Committee. They want a Ways and Means table at the registration table and they want a presence at The Resource Port which runs most of the conference. She reached out for someone who is running the Scholarship Auction to see if we can do Ways and Means then as well. She hasn't actually made contact with them about the auction yet. Deb suggested reaching out to Hannah and Jennifer will try to connect Michelle with someone was well (Evie or Leslie).

Deb has all of the stuff from the Pokagon meeting, but hasn't begun processing the amendments to that yet.

Our next meeting will be in South Bend on Thursday, April 25th at 9am during the RIW.

Deb will be in touch about budgets and then the Executive Committee will need to approve it. Deb will keep us informed.

Meeting adjourned at 3:50pm.