



**CONFERENCE DEVELOPMENT COMMITTEE
February 20, 2018
MEETING MINUTES**

A conference call of the NACM Conference Development Committee was held on Tuesday, February 20, 2018 at 2:00 (ET). The meeting was called to order at 2:02 PM ET by Paul DeLosh, Chair. The meeting proceeded as follows:

I. Welcome and Roll Call

The following were present for the call:

Edwin Bell, Janet Cornell, Tracey Johnson, DeAndre Moore, Carlene Redmond, Randall Soderquist, Karl Thoennes, and Ron Truss. NACM Board Members: T.J. BeMent, Sarah Couture, Rick Pierce, Alyce Roberts, Will Simmons, and Jeffrey Tsunekawa. NCSC: Val Gardner, Janet Reid, Stacey Smith, and Patti Tobias.

II. Recap [2018 Midyear Conference](#)

- a. Educational sessions – In general the committee felt the educational sessions and topics were very good. Several comments were shared about exceptional sessions as well as speakers. Overall, the committee believed it to be a great conference. Evaluations will be compiled and shared at the next meeting. Several members commented they watched the live-streaming with no issues other than the known 20-second delay from the live presentation.
- b. Shared Interest Groups (SIGs) - Committee members commented that the SIGs were engaging and helpful. Facilitators were well prepared in the event of a lack of dialogue among attendees, but they were not needed exclusively as participants were actively engaged in the discussions.
- c. Exhibit show – Positive comments were received from exhibitors for both the Exhibit Show and the opening reception which gave them time to network with attendees. An evaluation was sent to the Exhibitors and results will be shared at the next meeting.
- d. [Conference App](#)- Users felt the experience was good. One oddity was receipt of automatic notifications appearing on ET vs. PT time zone. The vendor will be contacted to discuss. Future use of the app may include the lead-retrieval feature that will allow Exhibitors to scan the participant's app to capture contact information. As it is a cost, the NACM Board will review making this feature available.
- e. Venue – All liked the venue with warmer temperatures for many of the attendees.
- f. Hosts – All appeared to go well with only one small glitch that Julie Dybas handled immediately.
- g. Volunteers – All volunteers were thanked with a specific note of gratitude to the local Orange County volunteers and Mary Majich Davis coordinating the schedule of the local volunteers.
- h. First Impression Team – The concept worked well with several of the volunteers sharing positive interactions with participants.

- i. Scavenger Hunt – \$160 was raised to help fund NACM’s scholarship fund.
- j. OC Food Bank, Virtual Food Drive – Contributions through this drive resulted in 640 meals being provided.
 - i. Sarah Couture was thanked for leading the First Impression Team, Scavenger Hunt, and OC Food Bank Drive.

III. **2018 Annual Conference**

a. July 22-26, Atlanta, GA

Hilton Atlanta

255 Courtland St

Atlanta, GA 30303

Theme: *Mind the Gap: The Power of Active Engagement*

b. Details of the work of the Annual Conference Education subcommittee was shared as follows -

- i. First meeting held December 28, 2017
- ii. [Call for proposals blast](#) – January 5, 2018
- iii. Call for proposals due date – February 20, 2018
- iv. Review sent to subcommittee – February 26, 2018
- v. Scores due back from subcommittee – March 5, 2018
- vi. Follow-up conference call by subcommittee – March 12, 2018, 12:00 PM EST

c. Social event

- i. [Georgia Aquarium](#) – Attendees will have access to Atrium and Exhibits. While some may chose to walk to the venue, transportation service will be provided.
- ii. Music
 - 1. [Bogey & the Viceroy](#) - on hold pending funding source

IV. **NACM CDC Committee Call**

The regularly scheduled Conference Development Committee calls are as follows –

- a. Third Tuesday of each month, 2:00 PM ET/11:00 AM PT
- b. Next meeting: March 20, 2018

V. **Adjourn**

There being no other business, the meeting was adjourned at 2:43 PM (ET).

Respectfully Submitted:

Paul DeLosh

Conference Development Committee Chair

Will Simmons

Conference Development Committee Vice Chair