



## **VAPPA Board Meeting Minutes - DRAFT**

**Date: Friday, Oct. 18, 2018 @ 1:30 pm**

**Place: Teleconference**

### **Welcome/Introductions/roll-call. In attendance:**

- Mike Merriam (MM)
- Joe Bocchiaro III (JB3)
- Craig Short (CS)
- Julie Bubb (JB)
- David Guglielmo (DG)
- Steve Glazner (SGz)
- Greg Sachs (GS)

### **Absent:**

- Joe Martinez (JMz)
- Meghan Johnston (MJ)
- John Prengaman (JP)

### **Review/approval of minutes**

- September minutes approved

### **Round table updates**

#### President (MM)

- Updates from UVA
- Discussion of meeting time
  - Are Fridays any better than Wednesdays?
  - December meeting may not work given timing.
  - Asks everyone to consider options for recurring time and December in particular.

#### President-Elect (CS)

- Updates from JMU

#### Past President (JP)

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### Treasurer (MJ)

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### VP for Communications (GS)

- Updates from EMU

### VP for Conference Planning (JB)

- Updates from JMU
- Conference host institution works with conference sponsorships

### VP for Education (DG)

- Updates from CNU

### VP for Membership (JMz)

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### Business Partner Liaison (JB3)

- Updates from The Sextant Group
- Quiet on business partner interest
- Need to get official communications of conference out soon
  - Marketing - MM will send Save the Date to all memberships
  - Call for Presentations, Sponsorships - MM will organize receiving these, send topics to the board for review

### APPA Liaison (SG)

- Updates from APPA
- APPA organizational structure reorganization
- Working on monthly list of new members in Virginia for JMz

## **2019 Conference Planning**

- Discussion of Save the Date graphic for conference, urgency of getting on the calendar
  - Support for distributing graphic as is now to members and on website
- Drive-In Workshop vs. broader training scheduled prior to conference?
- Discussion about reaching out to community colleges, local K-12 for conferences, training
- Discussion about presentations
  - Required institutional partner?
    - Can make it more difficult to put together a session
    - Difficult to strike balance between informational sessions and advertisements; having an institutional partner can help
  - Be selective about accepting, may end up with more presenters than available sessions
  - Round-tables

- Can be interesting with enough interesting topics
- Sometimes an opportunity for a sales pitch
- Some tables can be too full to accommodate all those interested in participating
- Succession planning - looking for new board members

***Meeting Adjourned at 2:32PM***

**Action Items:**

1. Update website with conference graphic - GS
2. Draft emails for conference announcement, call for presentations, sponsors next week for conference - MM
3. Distribute emails after board approval - GS

**Next Meeting Dates:**

Friday, November 16th, 2018 @ 1:30pm