



VAPPA Board Meeting

Date: January 16, 2019 @ 2:00 pm

Place: Teleconference

Host: VAPPA – Call in #: 1-800-747-5150 Participant Passcode: 4324010

Facilitator: President – Brian Connolly

Note-taker: VP of Communications – Truman Payne

Welcome/Introductions/roll-call In attendance

- President (Brian): BC
- President-Elect (Vacant):
- Past President (Mike): MM
- Treasurer (Jamie Joyner): JJ
- VP for Communications (Truman Payne): Tru
- VP for Conference Planning (Julie): JB
- VP for Education (David): DG
- VP for Membership (Angela Stimpson): AS
- Business Partner Liaison (Susan Piquet): SP

Discuss Meeting Objectives:

- 1.) Welcome new VAPPA Board Member Susan Piquet. Susan will be taking Joe's position as Business Partner Liaison. Welcome Susan.
- 2.) VAPPA Conference Assignments & Updates: Brian sent out a conference project schedule on 1/15/20. Let's review & improve the schedule and agree on who is doing what and when.

PayPal Connectivity

JJ: Progressing on the PayPal account for registration payment. Still getting errors but making progress. Will email the Board when up and running.

Keynote Speakers

BC: I am handling these. I am especially excited about Lennart Andersson the Director of Virtual Design, Construction & Operations at the LiRo Group.

Breakout Session Speakers

DG: We plenty of great presentations lined up. Still waiting on a few biographies, blurbs and photos for the website. Some of the tracts include Green Cleaning and Energy, Design, Security and Building commissioning.

Tru: I am working with Suzanne on the Guidebook App for our program materials.

Anheuser Busch Tour

BC: We will offer this as an option. I am getting information on this one. I have reached out to William and Mary about other options, those include a tour of the grounds, a new construction building site and an option for a tour geared towards the history of the college.

Email Blast

BC: We need to get info to as many people as possible, APPA members, VAPPA members, business partners and board member colleagues and associates.

MM: I will send an email out with as much info as possible after this meeting to make sure that folks have this on their radar.

AS: The APPA CFO meeting is days before the VAPPA conference. I will look into passing “our” conference’s info on to this group in hopes that they will pass the details through their organizations.

Sponsors

BC: Every board member should contact 10 people.

MM: We can get a list of prior year sponsors and follow up with them.

W&M Reception

BC: Greg Ship from William and Mary will be helping us with this, including suggesting entertainment and a photographer. Julie will you help pick the menu. We are thinking finger food and drinks. Should we have door prizes? This is a good way to keep people at the conference till the end.

VAPPA Signage

???: What type of VAPPA signage do we have to display at the conference center?

VAPPA Board Vacancies

BC: We have spots that need to be filled including Conference Planner and President Elect. At this point we have not had any interest in either. I am willing to stay on as President for another year however in order to do so our Bi-Laws would need to be amended.

Meeting adjourned at 3:10pm

