

## **DRAFT**

### **SATW Eastern Chapter Board Minutes of Conference Call Meeting on October 15, 2019**

#### **In Attendance (on call) -- quorum present**

- Chair JoAnn Greco
- First Vice Chair Theresa Medoff
- Associate-at-Large Suzanne Wentz
- Secretary Joan Brower
- Active-at-Large Renee Sklarew
- Second Vice Chair Elect Caroline Eubanks
- Treasurer-Elect Theresa Delaney

#### **Absent**

- Second Vice Chair Jason Frye
- Treasurer Ryan Smith
- Associate Representative Cheryl Andrews
- President-Elect Kim Foley MacKinnon

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#### **Call To Order**

The conference call meeting was called to order at 9:12 am EST by Chair JoAnn Greco.

#### **Future Chapter Conference Site**

- Theresa Medoff indicated that a formal proposal from Oklahoma City is forthcoming shortly for the Spring 2020 Eastern Chapter meeting, to be held jointly with the Western Chapter.
- Dates of core convention would be June 23-26, with pre-tours June 19-23 and post-tours June 26-29.
- Costs would be slightly higher than for the Palm Springs 2019 conference, as will pre/post tours that will be longer (to include destinations within the State). Active members \$350; Associate members \$450; Emeritus members \$475; mini-conference attendees \$150.
- Two hotels would be used, with 80 rooms currently on hold.
- Cathy will again manage the conference, but the Eastern Chapter will need to handle its own registration as the destination cannot do so.
- The full proposal will be issued this week for Board approval.

#### **Mini-Meetings**

- Renee Sklarew reported that there are no details as yet from the Jekyll Island meeting this year.
- A great meeting package from Richmond, VA, has been offered for early-December and sent to Eastern Chapter members via email this week. There is a cap of 10 rooms for members this trip (guests may stay in room but pay separately).

#### **Members' Contest and Awards**

- Theresa announced that selections have been made for the members' contest with categories for both Actives and Associates.
- Participating judges included April Orcutt, Jill Robinson, Victoria Brewood and David O'Donnell (from Boston CVB)
- There were 100 entries in 4 categories, with 3 winners in each category.
- Cash awards to include \$100 winners; \$75 runner-ups; \$0 honorable mention
- Board discussed and unanimously agreed to send Amazon gift cards to the participating judges along with a personal note from Theresa (\$100 to judges of Actives' entries; \$50 to judge of Associates entries).
- Contest winners and awards to be announced at the Eastern Chapter meeting which will be run by Jason Frye at the El Paso meeting this month. Jason will introduce Suzanne Wentz who will present the awards.
- Theresa asked if an LCD projector can be requested for a powerpoint presentation at the Chapter meeting.

#### **Administrative**

- Treasurer-Elect Theresa Delaney reported that she will be working with outgoing Treasurer Ryan Smith to transition financial reports and processes as soon as possible. They are awaiting final numbers from SATW headquarters.
- As follow-up to the most recent SATW membership voting, JoAnn reported:
  - Caroline Eubanks will be replacing Jason Frye as Second Vice Chair (responsibilities include oversight of Professional Development for conferences);
  - Theresa Delaney will be replacing Ryan Smith as Treasurer;

- Kim Foley MacKinnon will be replacing JoAnn Greco as President.
  - Theresa Medoff remains as First Vice Chair;
  - Joan Brower remains as Secretary;
  - Renee Sklarew remains as Active at Large (responsibilities include membership coordinator and mini-meetings).
- The new Eastern Chapter Board will be officially installed during the national meeting in El Paso.

**Motion to Adjourn**

Theresa Medoff made a motion to adjourn at 9:39 am EST; Renee Sklarew seconded the motion.

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Submitted by Secretary Joan Brower October 17, 2019