

**SATW Virtual Eastern Chapter (EC) Meeting
Friday, May 20, 2022 (11:30 am EST)**

A G E N D A

Eastern Chapter Board Officers in attendance:

Caroline Eubanks, Chair

Joan Brower, Secretary

Bob Curley, Treasurer

Barbara Golden, Associate Representative

Suzanne Wenz, Associate-at-Large

Kim Foley MacKinnon, EC Immediate Past President, SATW President-Elect

Terri Marshall, First Vice Chair – Absent

Jen Ruiz, Second Vice Chair - Absent

Call to Order

Welcome – Caroline Eubanks

Minutes from 2021 Meetings

Assume approval of minutes from 2021 virtual meeting

Treasurers Report – Bob Curley

For the quarter ending March 31, 2022, the chapter had a fund balance of \$40,754, up from \$38,920 for the quarter ending Dec. 31, 2021.

The net increase was primarily due to the receipt of \$1,800 in contest fee income and \$205 in meeting income, for a total of \$2,005 in new Chapter revenue. This was partly offset by \$172 in approved reimbursed meeting expenses, which represented all of the outgoing expenses for the quarter.

First Vice Chair Report- Terri Marshall

As 1st Vice-Chair for the SATW Eastern Chapter my responsibilities include coordinating the chapter conference by speaking with potential hosting destinations, conducting site visits, drafting Letters of Intent, and coordinating attendee information regarding pre/post tour selections, afternoon tours, and transportation needs.

Secretary Report- Joan Brower

I reviewed programming, agenda, transportation, registration information and brochure text for EC regional meeting in Winston-Salem, NC. I also made the meeting agendas.

New Chapter Business – Caroline Eubanks

- Elections: We have two positions up for reelection, the secretary and associate representative. Both are running unopposed. Elections begin on June 15. We will also have presidential candidate statements at the Winston-Salem meeting.

- Eastern Chapter Regional Meeting 2023: We are in discussions with a destination and hope to announce this meeting in Winston-Salem, with an email to follow, regarding dates, prices, and other important information.
- Regional Meetings / Future: We are always looking for proposals for future meeting sites.

Eastern Chapter Meeting 2022 in Winston-Salem, NC (June 12-15, 2022)

- Updates: The Speakers and Schedule sections of the website have been updated to reflect additional information regarding evening events.
- Attendee list to be sent out to attendees before the event

Winston-Salem Marketplace Updates- Associate Representative Barbara Golden

Barbara is assembling the brief books for attendees to the conference with story ideas from associates as well as photos and bios from actives. A question was asked on behalf of the members with multiple clients and it was clarified that the brief book would include story ideas and could represent more than one destination.

Clips from 2021 Regional Meetings

We are still gathering clips from our meetings in Dewey Beach and Roanoke. You can submit them to Caroline.

Eastern Chapter Writing Contest Updates – Suzanne Wenz

The contest received an average number of entries and the judges are currently looking over the entries. The winners will be announced at the meeting in Winston-Salem. We are also looking at ways to streamline the contest in the future.

Call for Speakers - 2023

If you are interested in speaking at one of our future events, please contact Jen Ruiz, Second Vice Chair.

SATW 2022 Conference / Bogota, Colombia (September 7-12, 2022)

- Registration extended to May 30, 2022
- Eastern Chapter get-together planned

Looking Ahead / Miscellaneous

Next meeting date: TBD, August 2022

Looking for volunteers

Questions and Answers

Motion to Adjourn