Membership: 239 (as of 3/9/04)

Present: Stephanie Bettermann, Connie Burkhart, Deb McKinley, Alan Olson, Lani Payette, Jennifer Schulz, Deb Stull Erickson, Lori Ann Vicich, Nicole Pilman

Minutes
Connie made a motion to approve the minutes, which was seconded by Stephanie. The minutes were approved as submitted.

Treasurer's Report
Nicole distributed copies of the budget report. One “mystery” charge was cleared up.

Action & Discussion Items

New member welcome: Jennifer distributed the name of one new member.

Website feedback: Lani asked the group about the merits of keeping both “Membership” and “Get Involved” links on the new Forum website. Most thought both were needed so people can easily join without the commitment of “getting involved.”

Volunteer recognition: Connie is collecting the names of all committee members to be posted in the conference information. Jennifer and Stephanie will create a thank you note/item for all of the volunteers.

Volunteer of the Year award: Some committee chairs reported that it is difficult for them to choose a committee member to nominate. Also, the board has been described as “clique-y” in the past. Will this award reinforce that? Board members cannot be nominated. It was decided that nominators should provide a 250-word or less description of the nominee. Deb McK will draft guidelines; Jennifer will review. Guidelines will be sent to all members via the listserv. The board will review the nominations and choose the winner at the April meeting. Will ask Kristeen to look into options for an award.

Genevieve tickets: We got Genevieve from Trading Spaces as a closing speaker for the conference! There’s a question about whether/how to sell Genevieve-only tickets. Will it take away registration from the conference? What’s the goal? Make money, outreach, student enrichment. Could sell tickets at the door; advertise after sending out conference brochure and most people have registered. Can still look for co-sponsor; still have time to discuss.

Committee Reports

Awards:
- Kristeen was sick, but she clarified that she needs 32 oz. yogurt containers to use in the people’s choice award voting.
- Maroon & Gold program tomorrow.
Awards (cont.):
- Information has been updated on the Web site; most of the judges are lined up; will turn to MNSCU for the rest.
- Gained two new committee members!

Conference:
- Alan distributed one of the ideas for the conference brochure and discussed the final concept. They will be mailed at the end of March.
- Conference is May 5.
- Working on food, sessions, and art for brochures/poster.

Marketing & Promotions:
- Working on June 9th event at Eastcliff (working with Programs Committee). The topic will be “Using Eastcliff for Events” and, of course, having a bit of fun.
- The EVPP’s office asked to talk about the President’s vision for the U. It was decided that this topic didn’t quite fit the tone of the event and we’d consider it for future programs. Susan Hagstrum will speak briefly.

Program:
- Discussed the anticipated low attendance for the Maroon & Gold program. St. Paul location? Marketed wrong? Topic?
- April program: “Creating Powerful Webs,” April 20, 3-4:30, 1-123 CSOM
- June program: working with Marketing and Promotions to arrange (see above)

Technology:
- Finished design and migration of the new site; will be doing usability testing--may use Forum members (ask for volunteers at web program)

Executive Board:
- Fill at-large director position this year? Still in discussion.
- Completed Forum tribute at Ginny’s retirement.
- Deb McK still has to call the top three communicators to arrange meetings.
- Connie will organize a nominations committee for the 2004-05 board.

New Business:
- Jennifer asked about the status of updating the resources on the website. Deb McK suggested it might be a good student project. Still open for discussion.
- Lori Ann told Lani that she and her committee are doing a great job and that the website looks great!

Adjourn: Connie made a motion to adjourn. Lori Ann seconded the motion, which was approved.

Next Meeting:
Tuesday, April 13, 2004
118 Pattee Hall (Pam & Connie)

Respectfully submitted by Jennifer Schulz, recorder
Follow-Up Tasks
☐ Call new member(s), if you volunteered to do so (call Jennifer for a UDS gift certificate)
☐ Deb McK draft Volunteer of the Year award guidelines; Jennifer review
☐ Jennifer and Stephanie will create volunteer thank you
☐ Save yogurt containers for Awards Committee
☐ Consider nominating a Forum volunteer for Volunteer of the Year award
☐ Send content for newsletter to Pam
☐ Deb M. will set up meetings with senior communicators
☐ Connie will organize nominations committee

For Future Discussion
☐ Identifying high-potential members/cultivating future leadership
☐ Student involvement/projects for communications students