



Executive Committee Meeting

Wednesday, June 2, 2021

Via conference call

## Minutes

### Call to Order

The meeting was called to order by Dr. John Smith, President, at 2:01 PM via video conference.

### Present

John Smith, Heather Miller, Victor Lopez, Margaret Lomas Carpenter, Tosha Hendrickson, Alisha Harrison, and Matt Painter

### Absent

Samantha Stewart and Demetria Kelley

### Old Business/President Updates (John)

- Approve minutes from May 2021 meeting
  - Motion to approve minutes (Matt 1<sup>st</sup>; Heather 2<sup>nd</sup>)
- SI is FRIDAY!!

### New Business (John)

- NAGAP New Officer Training
- Texas Swing Calendar 2021
  - John will send this out once he receives it.

### Financial Report (Matt)

- Monthly Update (herewith)
  - We begin the month with a budget over \$47,000
  - Debits: credit card processing and two refunds from SI 2020 with total \$490.54
    - We prepaid annual fee for Wild Apricot

### Committee Chair Reports

- Membership (Alisha)
  - Sending emails with thank you for joining
  - Trying to get another person on the membership committee to help
- Communications & Marketing (Samantha)
- Professional Development & Strategic Initiatives (Victor)
  - Met with mentors and mentees to go over program
  - We need 2 more mentors to meet with mentees once a month

- Launch next Friday
- Summer Institute (Heather)
  - Review the slideshow today and update the slides
  - Margaret will attach the minutes in the chat
  - She confirmed with the service project. Sam will draft the email and send it out tomorrow.
  - Sent a reminder to all presenters.
  - NAGAP has a link to the meeting.

### **Discussion Items**

### **Motion for Adjournment**

A motion to adjourn was entered at 2:20 PM (Alisha 1<sup>st</sup>; Tosha 2<sup>nd</sup>)

