

## **DC/MD AER BOARD MEETING**

**November 14,2022**

**7:00-8:30 pm**

**Objectives:** conference, vendor fair wrap-up, mentor program, Apple presentation, committees

1. Welcome and roll call (5 minutes) - Al  
In Attendance: Al, Abby, Becky, Hannah, Diane, Krista, Hannah, Matthew, Ericka, Karen Frank
2. Determination of roles for the meeting (1 minute):
  - a. Facilitator: Al
  - b. Recorder: Abby
  - c. Timekeeper: We don't need no stinking timekeeper
3. Review of meeting objectives and additions to agenda (2 minutes) - Al
4. Treasurer Report (3 minutes) - Matt
  - a. We have \$15,583.43. Still haven't received the check from steering.
5. Vendor Fair wrap-up
  - a. Lost 791.00 from Vendor Fair
  - b. We got two new members
  - c. We possibly had more vendors than guests. What went wrong?
    - i. Location too far from Baltimore (or anywhere else)?
    - ii. Too late, early, weeknight?
    - iii. Maybe just not enough interest in stand alone vendor fairs. Maybe do it with two-day conference in 2024
    - iv. Possibly pair the 2-day conference with the vendor fair? Vendor fair every other year?
    - v. Board agreed to do the vendor fair with the 2-day conference, every other year.
6. Conference –(15 minutes) - Al
  - a. Presenter schedule is all done.
  - b. Registration will go out this week - registration is open on chapter website.
  - c. We need name tags and stuff. National has no chotchkis. Do we want to buy pens or something? Conventionbags.com? Stickers? Karen/Al will check with Dena.
  - d. There will be no extra award from Dennis Gerald and Clair Loder McGuff Professional Achievement Award, but they may still give us money.
  - e. Please get the word out about the conference
7. Subcommittees – (15 minutes) –Various
  - a. Membership Committee –Ericka/Al
    - i. <https://www.instagram.com/dcmdaer> Please share.
    - ii. Apple Accessibility Workshop in Bethesda and it is free.
    - iii. Instagram is up and running! Share the word about the chapter's social media profile. dcmdaer

- iv. Want to make mentor program its own committee, not under membership, to ensure continuity and make sure a board member leads it up every year.
    - v. Make media its own committee. Put membership and nominations together as one committee.
    - vi. Diane joining the social committee
  - b. Bylaws Committee – Karen
    - i. Possibly adding two bylaw committees
  - c. Awards Committee – Dena
    - i. Pleas have gone out. We have three nominations so far. Please tell people to nominate folks.
  - d. Nomination Committee –Abby
    - i. Becky and Krista are rotating off,
    - ii. Hannah will be staying on as student rep.
    - iii. Abby will get the plea out - send via email, we need a president elect.
- 8. Action Items/ Follow-up – (2 minutes) – AI
  - a. Next meeting: January 10, 2023 at 7:00
  - b. Meeting adjourned: 7:59 pm