

Meetings Committee July 2018 Report

Co-chairs (interim): Joey K and Aaron H [permanent co-chairs and secretary to be elected in August]

Committee report summary:

- Held an open Committee meeting on July 5th
- Planned and executed the July 14th General Meeting
- Finalized and approved Committee rules
- Elaborated Committee operations, including setting a rough target size, expanding to several new members, filling and defining specific roles, and setting several goals for the coming months.

Major projects update:

- July General Meeting
- Committee Rules
- Committee elections
- Committee expansion

July General Meeting

- The Committee put on another successful General Meeting, with precisely 200 members in attendance. We have not yet formally debriefed as that will occur at our next Committee meeting.
- The Chapter's next General Meeting will be Sunday, September 9th. We will be reaching back out the Omni Commons to lock down the times for this in the next week. The co-chairs of the Committee seek input from the Steering Committee on how long the meeting will be so as to be able to schedule the appropriate block of time with the venue and will request a formal budget in the next week as well.

Committee rules

- The Committee has unanimously approved its rules, including on the roles and expectations of members, the qualifications required to join, and the administration of Committee elections.

Committee elections

- Elections for co-chairs and recording secretary to a 12-month term are to be held by secret ballot at our August 6th meeting. The Committee, as per its member-approved rules, issued a call for statements of intent to run on July 9th, 30 days before its next meeting and received 3 statements by July 16th when statements were due.
- The Committee has identified a potential Ops Liaison as per Sean M.'s request, and aim to confirm that role by August.

Committee expansion

- Based on the newly-approved Committee rules, the Committee has reached out to all members eligible for membership and seeks to incorporate more into meeting department lead positions for the next General Meeting. They can join the Committee by August.
- For now, the Committee is aiming for around 20 members so that all who want a 'sub' in any given month can get one. It is likely that, on the monthly meeting schedule, it will expand further, but this has not been formally discussed or agreed.

Next steps:

- Committee elections and expansion are the major tasks. Several more minor goals of formalizing and standardizing procedures are in the works. The co-chairs hope that, by the time of the September meeting, every task of the department leads and of the chairs and secretary will be clearly delineated and distributed for monthly execution.
- The Committee is likely to introduce member feedback forms after the next General Meeting, and Emily A. is currently developing one for Committee review.
- Processes of agendizing and Committee reports at the General Meetings are still being debated and considered by our Committee, as well as by ResCom and various other interested parties, and it expects such details to be settled only in the medium-term as it experiments and tweak procedures. Most of those decisions are not the purview of the Meetings Committee, or not exclusively, but so far the co-chairs have been discussing informally with Graham D. and will likely continue to do so. The Monthly Meetings resolution included specific language on the Committee's role and it will review the text and discuss it at its August meeting.

Upcoming events:

- There is an open Committee meeting on Monday, August 6th, from 7:00 - 9:00pm, location available to anybody interested in joining or attending. Elections for co-chairs and recording secretary at the meeting to be voted.
- The next General Meeting is Sunday, September 9th, likely at the Omni Commons.

Support requirements:

- Brendan K., the Committee's AV lead, is seeking from among the membership another qualified member to do this work -- they need to have technical experience and he is prepared to train them though the role is not overly complex. It is likely the Committee will want to issue a call on Facebook, at future meetings, and basically anywhere else possible.
- At the Committee meeting in August, it will be discussing artwork for meetings, primarily in the materials packets and posters. It will contact the SC (if there is movement towards restarting a centralized craft caucus) or recruit on its own, but only beginning in August.