

Member Services Meeting Minutes
November 22nd, 12:00pm-1:00pm

Group Norms:

- Start and end on time
- Follow agenda
- Respect confidentiality

[Click To View Member Services Strategic Goals](#)

ROLES:

Facilitator- Danielle

Timekeeper- Cathy

Notetaker- Mary

In Attendance- Danielle Williams, Mary MacLennan, Cathy Kelso

Agenda Topic:	Conversation/Discussion:	Person(s) Responsible:
Welcome and Introductions	Jess will be timekeeper; Mary will take notes	
Member Survey and Member Recognition (Goals A, B, C)	<p>We had over 50 responses to the member survey, with mixed feedback on some of the initiatives we've been discussing.</p> <p>--Committee strengths: like the way we communicate PD; interest in ease of website; most respondents are planning to renew their membership next year</p> <p>--Mentoring:</p> <p>There a lot of people not really in a place THIS YEAR to do this, but there was interest in getting this going in the future</p>	

	<p>--Peer Consultation: Lots of interest in this across a variety of topics, though some people still were concerned that they don't have time this year to add anything new to their plates.</p> <p>--Areas for Improvement: Welcoming new members - Danielle will work setting up a template for an email to go out to new members</p> <p>Including more people in committee work - how do we do this? We have put information out on the website, in the email blasts, and at the annual meeting that most committees are accepting new members; we will keep doing this.</p> <p>The committee members present decided that our area of focus going forward will be Peer Consultation. In this time of covid - it might be very helpful to all of us. Virtual meetings may help with this. For now, this will be a full committee project rather than it being delegated one workgroup.</p> <p>How do we roll it out? Committee members discussed setting it up geographically at first. Mary will look into the zoom piece for setting up rooms. Danielle will look at the geographic distribution of our current membership.</p>	<p>-Danielle</p> <p>-Mary -Danielle</p>
SPY Awards (Goal C)	<p>Cathy did some research on the awards given by some of our neighboring state association. Some awards given include -</p> <p>President's award Best Practices in MTSS, ELL Early Career</p> <p>Mary would also like to consider giving a Chris Kaufman award, given the significant impact that Dr. Kaufman had on the practice of school psychology in Maine.</p> <p>Mary and Cathy will convene an Awards Workgroup meeting to determine criteria for each award.</p>	<p>-Mary and Cathy</p>
Communications (Goals A, B, C)	Danielle will contact Jess to schedule a Communications Workgroup meeting	-Danielle
Next Meeting	January 10th, 2022, at 12pm via Zoom	

Adjourn	12:45pm			
LOOKING AHEAD...				
Upcoming Meetings				
Parking Lot			--Brochure --Social media presence --Formal communication plan	