

Meetings Committee September 2018 Report

Co-chairs: Joey K and Andy C

Recording Secretary: Emily A

Committee report summary:

- Planned and executed the September 9th Special Meeting
- Next open Committee meeting scheduled for September 24th

Major projects update:

- October General Meeting
- September Special Meeting Debrief
- Committee Expansion
- Monthly meetings launch

October General Meeting

- After scheduling conflict, October General Meeting is confirmed for Sunday, October 14th at Omni Commons. Venue cost is \$300, booked from 12pm to 4pm. Invoice to be sent to the Treasurer once received.

September Special Meeting

- MeetCom put on a successful Special Meeting, with 185 attendees and \$300-400 in revenue.
- New sign-in platform worked very well; thanks to Maia A., Sean and Dom (and perhaps others)
- Expansion of roles, to include mic runners, timekeeper, and two A/V positions

Committee expansion

- The Committee is still seeking to expand so that all roles are reliably filled and have more than one capable volunteer to lead meeting departments. See "support requirements" below for specific instructions to the Steering Committee.

Monthly Meetings launch

- We have signed a contract with the Omni for meetings on the second Sunday of each month at 1:00 for October, November and December, after which time we'll review the "second Sundays" schedule as a committee, based on member feedback.

Committee recommendations

- None - A/V working group will be established on September 24th.

Next steps:

- The Committee is likely to introduce member feedback forms at the October General Meeting, and Emily A. is currently developing one for Committee review.

Upcoming events:

- There is an open Committee meeting on Monday, September 24th, from 7:00 - 9:00pm, location available to anybody interested in joining or attending. Purpose is to plan the October General Meeting, and to elaborate new Meetings procedures (i.e. sign-in and member feedback forms).
- The next General Meeting will be Sunday, October 14th, at the Omni Commons at 1:00 p.m.

Support requirements:

- Brendan K., the Committee's A/V lead, is still seeking from among the membership qualified members to do this work -- they need to have technical experience and he is prepared to train them though the role is not overly complex. The Committee will continue to call for volunteers on social media and in official communications.
- The same is true of Maura M., who is seeking members to share the work of Child Supervision, and train to potentially lead that department. The Committee will likewise promote this search.
- Emily A. is currently reaching out to interpreter agencies for a unionized ASL interpreter.