

IRAA Executive Board Meeting Notes – 5.9.16

Attendees – Michael Storey, Nicole Holm, Willis Pope, Adam Hagg, Christina Boyce

1. SATELLITE SOCIAL
 - a. Flyers are updated on Google Drive
 - b. Willis - N/NE
 - c. Warren – S
 - d. April – C
 - e. Nicole will add social info to website in a blog post
2. SOCIAL MEDIA POSTS FOR THE WEEK
 - a. Wednesday post \$80 convention early bird cut off date
 - b. Friday post about satellite social again
3. ADVISOR EMAIL
 - a. Christina will draft email and send to Michael & DRs
 - i. DRs NEED TO SEND ADVISORS EMAIL ASAP ON WEDNESDAY WHEN DRAFT IS SENT OUT
 - b. Need to include
 - i. Satellite Social info/flyer
 - ii. IRAA Membership form
 - iii. IRAA Candidacy material
 - iv. Food Drive info/flyer
 - v. Upcoming Rising Star info
4. MEMBER EMAIL
 - a. Christina will draft email and send to Michael who will send it to members via Mail Chimp
 - b. Everyone should share this email with other alumni that are not necessarily IRAA members.
 - c. Need to include
 - i. Satellite Social info/flyer
 - ii. IRAA Candidacy material
 - iii. Annual Meeting at Convention will be broadcast via Google Hangout
 - iv. Food Drive info/flyer
 - v. Convention Registration
 - vi. Ed Forum Proposals
 - vii. IRAA Membership forms – share with others because cost might be going up
5. CONVENTION
 - a. Annual Meeting will be held at the same time as last year – right before dinner/awards on Saturday night.
 - i. Meeting can be attended via Google Hangout

- ii. Note – mention at annual meeting that cost of membership might be going up.
- b. HST Hangout – theme 4
 - i. This will be held Friday night. Either during or after the Friday night speaker.
 - ii. This will be recorded and streamed as Google Hangout.
 - iii. **Nicole** will add a blog post about this event.
 - iv. **Nicole** will also make a Facebook event....(hopefully, because I just thought of this!) ☺
- c. PROMOTIONAL ITEMS
 - i. \$20 for shirt is too much. We need items that have a low cost, so we can still sell cheap.
 - ii. Possibly raise membership cost to cover the cost of the promotional item, so we can include the item at time of registration.
 - iii. We decided that we will do the cups/tumblers now and wait on shirts to find a better deal
 - 1. Willis made a motion to spend between \$100-500 on an order of promotional cups
 - 2. Adam – 2nd
 - 3. All in favor
- d. ED FORUMS
 - i. Due back May 20th
- e. UPDATE MEMBERSHIP FORM
 - i. Michael updated the membership form to include the PayPal info. **Michael** will update the form on the website.
- f. RISING STAR
 - i. We got the okay to do this program today from Susan
 - ii. Since we are behind on promotion of this, we are going to introduce it to advisors and tell everyone about it at convention.
 - iii. **Renee** will post the info on the website.
- g. FOOD DRIVE
 - i. **Nicole** will post the details on the website.
 - ii. **Willis** will bring boxes to collect donations in.
 - iii. We will need someone to deliver on Sunday.
 - iv. We will have a donation box at registration on Friday.
 - v. New IRAA members will receive \$5 discount off membership fee if they bring in 2 cans to donate.
- h. ALUMNI EVENTS
 - i. Friday fellowship after all events of the day.
 - ii. Saturday all alumni will sit together at lunch.
 - iii. Saturday evening will be the annual meeting.
 - iv. Sunday after convention we will go out to lunch together.
 - v. **Nicole** will update website with the alumni schedule.
- i. HST JEOPARDY

- i. Renee will post details on website in the next couple weeks
- ii. We will mention this at convention.
- iii. Send info later to advisors.