

IRAA Board Meeting Agenda  
September 19, 2019

Called to Order at 8:34 p.m.

Present: Christina, April, Kevin, Angel, Ray, Cienna, Emily

Absent: Nicole

- Ice Breaker: none
  
- Website, Social Media, and Blogs
  - All officers need to send bio and headshot to Nicole for website asap
    - CC to Kevin's personal email
    - Information to include: educational background, career, PTK involvement, etc.
  - Please sign up for a day to post on social media on the shared [document](#)
  - Blog Posts:
    - September: Cienna
    - October: Christina
  
- Headquarters Updates
  - Speakers for Catalyst???
    - Still in the vault; hopeful for an announcement soon
  
- Treasurer's Report
  - [September 2019 Report](#)
  
- Old Business
  - Ideas for October Conference
    - Headshots
      - April received sheets and the tripod stand
    - Nicole sending email to Adrienne asking about the schedule for headshots and if IRAA needs to do anything else
    - Food Drive
      - Kevin contacted ICC for partnering with us
      - Adrienne is aware
    - Ed Forum - Transfer Edge & PTK Edge Employment
      - Ed forum proposals are due tomorrow (9/20/19)
  - Catalyst Ed Forums

- Tabled to a later meeting when attendance is more finalized
- New Business
  - Photographer for the region at Catalyst
    - April expressed interest. She will reach out to Adrienne.
  - DRs any contact with ROs?
    - Fall inductions
    - Fall satellite social
  - Fall satellite social
    - Set dates and plans before October Conference to advertise while there
  - Quilt update
    - Quilt is coming along - cutting it close but it will get done
    - Obtaining permit - Kevin is managing
    - Review ticket sale procedure and prices
      - Not selling tickets; selling chances
    - Promotion Ideas
      - Facebook Event
      - Half sheet flyers
  - October Conference requests from Adrienne
    - Interest and/or skill in the following areas, in case they can't get career services help (for workshops, not Ed forums)
      - Resume review
      - Interview skills
      - Cover letters
      - Personal statements
    - Do we want meeting on the schedule at the October Conference?
      - Usually no meeting in October; however, open to having an IRAA general member meeting during the weekend.
        - Pros: keeps non-exec IRAA members involved and updated
      - Sunday at 8 a.m.
    - Ad in program
      - Demanded by April
      - Anyone to design ad?
  - October registration process for alumni
    - Check email for process
    - Must be registered by tomorrow (9/20/19) to guarantee shirt
    - Money is not due until arrival at convention

- Who's all coming?
    - Does everyone have a room?
    - [Ed forum](#) Proposals due by September 20, 2019
      - Ideas include: PTK, professional development, and leadership
  - Steve Memorial
    - On the schedule, there's a time for Honoring Steve Schroeder
      - Will IRAA present the brick certificate to Shannon?
        - Brick will unlikely be done, but HQ can photoshop one for the time being
    - Do we want to do anything else to honor Steve at the conference?
      - Promote quilt and ticket sales
  - Jim Lamu to become an honorary member of IRAA
    - Ray motioned to approve the honorary IRAA membership of Jim LaMu
    - Angel seconded
    - All were in favor, motion passed
  - Headquarters Representative gift bag for October Conference
    - Christina motioned to spend \$50 on gift bag for HQ Representative for the October Regional Conference
    - April seconded
    - All were in favor, motion passed
  - IRAA Golden Opportunity Scholarship
    - Changing the stipulations of how the scholarship is awarded
      - First 10 to sign up?
      - Signing a commitment?
      - Application based?
    - Tabled to next meeting
- Next meeting
    - Thursday, October 17, 2019 at 8:30 p.m.

Adjourned at 9:54 p.m.