

LOGO HERE



Location: Zoom



Date: July 19, 2022



Time: 7:30am


Meeting Agenda

I. Call to order:


II. Roll call:


III. Officers and their Duties:

- a) President: Anthony
 - i) Responsibilities?
 - ii) Questions for this position?
- b) Secretary: June
 - i) Responsibilities?
 - ii) Will now send minutes to both President and to SDCA Executive Director
 - iii) Questions for this position?
- c) Treasurer: Stacy
 - i) Responsibilities?
 - ii) Will start including details in Treasurer's report:
 - (1) Detail of what money was spent on. Will be put in minutes.
 - (2) Make sure we inform members to turn in reimbursements by end of the month.
 - iii) Questions for this position?
- d) Membership: Megan
 - i) Responsibilities?
 - ii) Emails from Executive Director

- 
- (1) Make sure you update our list
 - (2) Make sure you let her know when we get new WRCA members
 - iii) Questions for this position?
 - e) Past-President: Katie
 - i) Responsibilities?
 - ii) Questions for this position?
 - f) Technology: Katie
 - i) Responsibilities?
 - ii) Questions for this position?

IV. Plan for 2022-2023

- a) Communication:
 - i) Facebook page
 - (1) Meetings, Events, Posting about WRCA members
 - (2) Others?
 - ii) Monthly Email from President
 - iii) WRCA Webpage: Executive Director will post
 - (1) Agendas/Minutes
 - (2) Calendar of Events
 - (3) Reimbursement form
 - b) Engagement with Members:
 - i) Survey-feedback on it
 - ii) Types of meetings
 - (1) Meetings
- 

- 
- (2) Socials
 - (3) CEUs
 - (4) Community Service
 - (5) Set up meetings for the year by end of August to send out to members
- iii) Membership Drive
 - (1) Bring a friend
 - (2) 2 for 1 Socials?
 - (3) Agencies-Margie is working on this
 - (4) Other ideas?
 - iv) Involvement with Community
 - (1) Co-host/sponsor events
 - (2) Involve with community events
 - v) Mini-Conference
 - vi) Apparel?

V. Adjournment

Facilitator Name adjourned the meeting at time.

Minutes submitted by: Name

Minutes approved by: