

Board Meeting Agenda / Minutes

Date:	January 11th 2021	
Location:	Virtual	
Attended by:	Daniel, McKenzie, JD, Tim, Madeleine, Kristen	Majority of 4 for meeting quorum

Name	Daniel Chacon	Jeanette “JD” Day	Kristen Quinn	McKenzy Williams	Tim Schuetz	Madeleine Carson
Election Dates	Elected 2016	Reelected 2018	Elected 2018 Eligible for reelect 2022	Elected 2018 Eligible for reelect 2022	Elected 2020 Eligible for reelect 2024?	Elected 2020 Eligible for reelect 2024?
	Member 1	Member 2	Member 3	Member 4	Member 5	Member 6
When term up	complete 2024 (2 terms)	complete 2022 (2 terms)	Complete 2026 (2 terms)	Complete 2026 (2 terms)	Complete 2026 (2 terms)	Complete 2024 (2 terms)
Board Position	President	Secretary	Treasurer			

- **Approve December Minutes –**
 - Approved by

- **New Business:**
 - Board Terms
 - Welcome officially Tim and Madeleine
 - Daniel welcomed new members and explained the term dates and eligibility
 - JD follow up from Tonas on terms
 - JD is waiting on response
 - Membership Form Update?
 - 21 member camps signed up as of this meeting; JD requests that an email goes out with a reminder about membership and dues for 2021
 - Kristen will follow up with camps who have registered without payment
 - Daniel suggested sending emails every Friday

 - **2021 ABA SIG**
 - Speakers/Topics: Speaker is Teresa Tucker; will be donating time, will need to cover travel and accommodations. McKenzie, was this every confirmed?
 - Daniel and McKenzie to meet offline about SIG
 - McKenzie to send an email to Maureen about SIG
 - Sunrise Session: Are these happening?
 - Kristen following up to see if these are happening
 - Educational Forum: We are moving forward with this in 2021
 - IABC included in this forum
 - Board Member Meeting: Needed this year?

- JD to contact Samuel, Terry and Jeremiah at Avita Medical for refreshment sponsorship. What if we gave member camps a small gift?
 - Daniel's idea for a small token for member camps attending ABA; what type of gift, who is it sent to
 - Hoosier Burn Camp mentioned sponsoring the refreshments, we should reach out to Coop
 - Using this gift as a way to track member camps attending and use for future conversation with Kim/ABA and the cost of ABA
- Booth volunteers needed, Collecting camp giveaways: Not needed this year
- **2021 Workshop**
- Meeting with Dottie, Chris and Phil
 - Daniel waiting to hear back from Chris/Dottie to adjust the number of attendees as most other conferences set for 2021 are virtual; the idea of having a smaller group of camp leadership (3 people per camp, keeping in the same room) Creating a communicable disease policy and offering a virtual option for additional camp staff
 - Save the Date – **August 27-30, 2021 Please edit on website**
 - JD to make changes on the website to update the website
 - Waiting to hear about facility pricing from Chris,
 - Probable soft launch of workshop content committee
 - Daniel currently has all the save the dates? Should we edit and mail off now?
 - Daniel to update invitation with 2021 dates and mail out to member camps
- **Website Update:**
- Social Media: Bios? ACA National Conference
 - McKenzy to post BOD bios and photos, membership reminders, articles, ACA national conference, request for member camps events so we can share it
 - Update event calendar with monthly discussions, workshop
- Website:
- JD to update the items below and post an update about 2021 members will be updated in by February 1, 2021
 - Updates needed
 1. Workshop 2021 with the Save the Date Change
 2. Agenda and Minutes: Missing Minutes?
 3. Add Tim and Madeleine on the Board Roaster
 4. List up upcoming events information listed
- **Treasurer Report:**
- As of November 2020: \$16,000 in checking, \$7, 109 in savings

- **Other Business / Roundtable:**

- Mail Chimp?
- JD helping to create the account and McKenzy will upload the current list and create a list for website and facebook
- Annual Report
- Daniel is finishing up the annual report and will send for updating on website and social media
- January Discussion Meeting
- Tim to take over the discussion groups to set up Eventbrite links and communication
- Committees
- Need to move forward with committees; Daniel suggestion of quarterly meetings and give updates in board meetings about meetings; board members in charge of recruiting members
- Committees are:
 - Research – Kristen and Daniel
 - Education – Madeleine and McKenzy
 - Membership - JD and Tim

Open forum:

- Camp videos from Hoosier Burn Camp, AARBF, Utah, North Carolina to be posted to social media and use as examples to get more from member camps

Date/Time of Next Conference Call:

Feb 8th 2021

To access the Meeting simply enter this url: <https://us02web.zoom.us/j/9248567438> in a browser window on your computer or a smart phone.

Meeting ID: 9248567438

Password: 886537