**NAEP Regional Leaders Meeting – Conference Call**

**Meeting Date:** January 21, 2020 @ 3:00 pm ET/2:00 pm CT/1:00 pm MT/12:00 pm PT

**Connect via Internet:** [https://global.gotomeeting.com/join/599619677](https://global.gotomeeting.com/join/599619677) OR Call in#: (571) 317-3122  Access Code: 599-619-677#

### Attendees: Y/N

<table>
<thead>
<tr>
<th>New England</th>
<th>Y</th>
<th>Metro NY/NJ</th>
<th>Y</th>
<th>Florida</th>
<th>Y</th>
<th>Great Plains</th>
<th>Y</th>
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<tr>
<td>Upstate New York</td>
<td>N</td>
<td>Carolinas</td>
<td>Y</td>
<td>Michigan</td>
<td>Y</td>
<td>Pacific</td>
<td>Y</td>
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<tr>
<td>DE/PA/WV</td>
<td>Y</td>
<td>Kentucky</td>
<td>Y</td>
<td>Great Lakes</td>
<td>Y</td>
<td>Northwest</td>
<td>Y</td>
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<td>DC/MD/VA</td>
<td>Y</td>
<td>TAGM</td>
<td>Y</td>
<td>TOAL</td>
<td>Y</td>
<td>Rocky Mountain</td>
<td>Y</td>
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<td>NAEP Staff Representatives</td>
<td>Y</td>
<td>NAEP Board of Directors Representatives</td>
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### Meeting Agenda

- Welcome
- Election Update
- Bylaws Updates
- Regional Meeting Playbook update
- Membership
- Open Discussion

### Minutes

**Election Update:** Elections open on February 4th and run for a month. National 2nd VP and the D3 and D6 have open positions

**Bylaws Update:** Town Hall meeting scheduled for January 31st at 2pm Eastern for a discussion of the proposed bylaws changes

**Regional Meeting Playbook:** The subcommittee is going to be turned into an Editorial Council and a Call for Content is issued. Looking for regional leaders to contribute best practices – procedural content pieces, budget templates and similar work – as the group prepares a best practices playbook for district meetings.

**Membership Update:** As of 1/21, over 575 members have renewed. There are just under 300 institutions that have still not renewed – Deadline is 1/31 before access is cut off. Staff is continuing outreach. After a discussion, it was decided that staff will share the current members, non-renews, and prospective member lists with each region beginning in February.

**Open discussion**

- Increase the amount of member-led webinars especially sourced from annual meeting and even regional meeting presentations. Idea behind it is to help build engagement with the many that can’t attend annual.
- Possibly record (and build it into the contract first) keynote speakers at national so that regions can use/watch later on.
- Shane will be leaving NAEP; Gillian will take over as the main contact for all regional leadership programing.
### Pending Action Items

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<th>Action Item</th>
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### New Action Items:

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<th>Action Item</th>
<th>Responsible</th>
<th>Due</th>
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<tbody>
<tr>
<td>1</td>
<td>Week of February 3rd, NAEP staff will compile and send out to each region a listing of current members, those that did not renew in 2020, and a list of prospects.</td>
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