Meeting Date: July 16, 2019 @ 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 OR Call in #: (571) 317-3122 Access Code: 599-619-677#

<table>
<thead>
<tr>
<th>Attendees: Y/N (yes/no)</th>
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<tr>
<td>Y New England</td>
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<td>Y Upstate New York</td>
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<td>N DE/PA/WV</td>
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<td>Y DC/MD/VA</td>
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<td>Y NAEP Staff</td>
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<td>Representatives</td>
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Meeting Agenda

- Welcome
- Conference Programs
- Discounts for Multiple Attendees
- Haas Scholarships
- Open discussion
- Good of the Order/Adjourn

Minutes

- Conference Programs
  - As it is the time to start finalizing the Keynote Speakers and Breakout Sessions, the floor was opened to address any concerns members might be having.
  - It was asked how to get more people involved.
    - It was suggested to look at other coordinating groups, the Speaker’s Bureau, presenters at the National Conference, individuals who have written articles, professors from member institutions, and past or present board members.
    - Some districts encourage potential speakers by offering half off the registration fee.
    - If recruiting from a different district, usually cover travel expenses. In which case, normally ask to cover two sessions or facilitate something additional.
- Discounts for Multiple Attendees
  - Several districts and regions are providing discounts.
- Haas Scholarships
  - There is an opportunity to offer scholarships to individuals who have been unable to attend in the past.
  - This is also a great way to source volunteers
- Open discussion
  - Asked is anyone had any concerns with either filling the vendor hall spots or vetting too many vendor submissions.
  - The NACUBO Conference was discussed and what kind of feedback attendees might bring back to their regions
  - Highlighted that registration is open for the 3 upcoming events:
    - The Procurement Workshop
    - Leadership Academy
    - Analytics Institute

Pending Action Items
### New Action Items:

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<th>#</th>
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