

2024-02-14 Meeting Agenda / Notes / Minutes

Google Meet Link: <https://meet.google.com/enn-prwx-sqb>

Goals

- Organize the operations of the Membership Committee; Scheduling Hosts for Open Houses and New Membership Orientation events

Discussion items

Time	Item	Who	Notes
	Role call		<ul style="list-style-type: none">• Attendees:<ul style="list-style-type: none">◦ Ken F., Jen C., Dawn M. & Mark
	Any changes to last months Agenda / Notes?		<ul style="list-style-type: none">• Comments / Corrections:
	Open House Hosts/Tour Guides		<ul style="list-style-type: none">• Open House Hosts<ul style="list-style-type: none">◦ Leesburg:<ul style="list-style-type: none">▪ 02/15: Ken F. & Company▪ 02/22: Ken F. & Company▪ 02/29: Ken F. & Company▪ 03/07: Ken F. & Company▪ 03/14: Ken F. & Company▪ 03/21: Ken F. & Company▪ 03/28: Ken F. & Company▪ 04/04: Ken F. & Company◦ Purcellville:<ul style="list-style-type: none">▪ 02/20: Stosh & Ken K.▪ 02/27: Ken K.▪ 03/05:▪ 03/12:▪ 03/19:▪ 03/26:▪ 04/02:
	New Member Orientation		<ul style="list-style-type: none">• Presenters<ul style="list-style-type: none">◦ 02/26: Dilip & Mark◦ 03/11: Dawn & Mark◦ 03/25: Mark & Dilip at Makersmiths-Purcellville?◦ 04/08: Dawn & Mark◦ 04/22: Jennifer @ MS-P◦ 05/06: Dilip & Jennifer
	NMO Slides		<ul style="list-style-type: none">• Any suggestions or feedback to change or revise the slides?• Note three new slides; two regarding new class catalog / class waitlist/request form and one facilitating August access request.
	General Discussion and/or Suggestions		<ul style="list-style-type: none">• Sync of Wild Apricot, WaiverForever, and Slack.<ul style="list-style-type: none">◦ How?◦ How Often?• Sync of August: Membership Committee doesn't have access to August to enroll new members or delete lapsed members.• Wish List: App Script to check if a minor and if not a minor, send Slack invite, auto-schedule NMO, and schedule volunteer hours.<ul style="list-style-type: none">◦ There are two ways to send and get info from Wild Apricot.• Need to document who admins are for Wild Apricot, Slack, August, WaiverForever, Arlo and any other operational software or apps• Need to document what on-boarding process is and what off-boarding process is.
	Schedule Next Meeting		<ul style="list-style-type: none">• Next Membership Committee date: March 13th, 2024 at 7:00 pm at Makersmiths-Leesburg (in-person)

Members (per members listed in Slack #membership-committee channel):

Becky McCoy (hasn't participated lately, in danger of being dropped)

Ben DeVore (hasn't participated lately, in danger of being dropped)

Bucky Fields (hasn't participated lately, in danger of being dropped)

Dawn Martin

Evin Grano

Jay McGee (hasn't participated lately, in danger of being dropped)

Ken Kalbaugh

Lukas Burgher (hasn't participated lately, in danger of being dropped)

Mark Millsap

Mike Metheny (hasn't participated lately, in danger of being dropped)

Nate Jaenichen (hasn't participated lately, in danger of being dropped)

Peat Biby

Stosh Kowalski

Tami Scannell

Wyatt Banks

Board of Directors / Officers in the #membership_committee channel:

Jennifer Chu

John Dubelko (hasn't participated lately, in danger of being dropped)

Jonathan White (hasn't participated lately, in danger of being dropped)

Melissa Kowalski (Newsletter)

Scott Slivers (hasn't participated lately, in danger of being dropped)

Squirrl (hasn't participated, but whined like a baby when I removed him)

Action items

☐ Find folks to host MS-P Open Houses

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