GLEMS 2022 PLANNING MEETING |AGENDA

Thursday, June 9, 2022 – Virtual

Important Dates

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| --- | --- |
| Planning Committee Meeting | 1/13/2022 |
| Call for submissions - online | 1/17/2022 |
| Submission deadline | 2/13/2022 |
| Tentative Track Schedule Submissions – course content | 4/1/2022 |
| Registration Opens | March 2022 |
| Vendor Packets Due | 6/1/2022 |
| Vendor Registration Due | 6/1/2022 |
| Planning Committee Meeting | 6/9/2022 |
| Presenter Documents Due | 7/8/2022 |
| Program Materials Due | 7/8/2022 |
| Final Program Review | 7/22/2022 |
| Lodging Room Block Releases | 7/17/2022 |
| Program to Print | 7/25/2022 |
| Tailgate Discussion | 8/8/2022 |
| 2022 GLEMS | 8/8/2022-8/11/2022 |
| Post Event Meeting | 8/11/2022 |
| Fall Committee Meeting |  |

PLANNING MEETING |

9:00 am ET

1. **Welcome, Safety Moment**
   1. Use a handrail when using the stairs!
2. **New Committee Members**
   1. Chris Hamilton - *approved*
   2. Erik Larabee - *approved*
   3. Grant Weyer - *approved*
3. **Committee Member Removals**
   1. Gary Moody *– resigned*
      1. Ensure GLEMS equipment – projectors, easels, etc. – have been put into storage/returned from Gary (Erin)
   2. Susan Richardson - *resigned*
4. **Review List**
   1. Confirm open positions/chairs
      1. Erik Larabee – Vice Chair Track 2
         1. Future departure of Terry LaOrange
      2. Ed Bowman – Chair of Track 5 (Josh Pepple unavailable)
      3. Jim Garbison – Vice Chair Track 5
      4. EJ Gomes – Vice Chair Track 7
      5. **Marketing Committee voids**
      6. Scholarship Review Committee – Rob Reese, Joe Ries, Jeff Miller, Ken Grant, Mitch Mossman
5. **School Updates –** Erin (AMR)
   1. Registration update
      1. Ahead in track 1 & 2 and vendors from 2021, down in tracks 3-7 from 2021
   2. Mobile App option – web-based and mobile app based
      1. In-app surveys
      2. In-app handouts – upload directly
         1. Track chairs will be given a link to upload presentations directly to the mobile app by **Friday, July 8th**
         2. Formatting instructions will be included
   3. Schedule deadlines
      1. Need schedules from track 5, 6, and 7
   4. Speaker registrations
      1. Speaker full registrations ($275) available on website (publicly)
      2. One day speaker registrations (no cost) accessible via direct link – Erin to provide
6. **Financial Reports –** Tom Smith
7. **GMO Report** – Nick Candler
   1. Return of hospitality suite in 2022 – Karla Moylan and sister to support
      1. Erin will coordinate details with Karla
8. **Track Reviews**
   1. Lab – Meadows – **Rob Reese** (Chair), Jay Wineberg (Vice), Kent Bunch (vice)
      1. Replacing equipment and bringing in new modules
      2. Would like to host a storage unit clean out/garage sale as previously done
   2. Track 1 – Glens I & II – **Kate Miller** (Chair), Joelle Foshee (Vice)
      1. Adjusted calendar this year, new lab schedule is locked in
      2. Awaiting a couple more speaker confirmations
   3. Track 2 – Stone Theatre – **Ken Grant** (Chair), Erik Larabee (Vice), Terry LaOrange (Vice), Jerome Monaco (Vice)
      1. Updating student projects for 2022
   4. Track 3 – Glens III – **Kevin Pochocki** (Chair)**, Mitch Mossman** (Vice)
      1. Still have many details to finalize
   5. Track 4 – Prairies 4 –**Marcus Zickefoose** (Chair), ~~Ron Clark (Vice)~~
      1. Track Vice Chair needed – Grant Weyer (Mitch will ask) and Chris Hamilton to be asked
      2. Still have a couple pending sessions and speakers
   6. Track 5 – Prairies 5 –**Ed Bowman (Chair**), Tony Talavera (Vice), Jim Garbison (Vice), Josh Pepple
      1. Working through to finalize schedule
      2. May be a struggle to secure presentation materials by July 8th
   7. Track 6 – Flats – **Jim Schaut** (Chair), Joe Ries (Vice)
      1. Two of three sessions confirmed (speaker backed out)
   8. Track 7 – Prairies 6 – **Jeff Miller** (Chair), EJ Gomes (Vice), Jane McCoy (Vice), Ed Kobeszka (Vice)
      1. Talking with Innovative Software Companies to present and/or be a vendor in the hall
      2. Still working to finalize schedule – always a struggle to secure presentations in time for binders
9. **Bob Donnermeyer Safety Committee** – Jeff Guilfoyle
   1. Erin will touch base with Jeff to ensure “Be a Bob” campaign at School is successful
10. **Marketing Committee Update**
    1. Website – Moody still website host, Erin is now editor of the website
    2. School promotion video outline
       1. Mike Patena to assist in topics to build a video outline by **July 8th**
11. **Student Experience Committee** – Raeann Miller, Jane McCoy
    1. General Session
       1. DTE panel tentative – Kate awaiting responses
       2. State Police – approaching meth houses and grow houses
    2. Social elements
       1. Tuesday Evening Banquet – dueling pianos for entertainment to be followed up on
       2. Wednesday evening activity – Bell’s brewery casual social time with drink tickets, outdoor games, etc.
          1. Need to promote and communicate to students for attendance
12. **Hall of Fame Committee** – Jim Schaut
    1. Nomination form included in Steering Committee Portal – send to Jim/Tom
    2. Selections to be made mid-July so plaques may be ordered
13. **Photography Committee** – Jeff Moore
    1. Promotional video creation at 2022 School – work from an outline in July for preparation at the School
       1. Identify good interviewees
14. **Don Sparks Memorial Golf Outing** – Ron Clark
15. **Scholarship Review Committee add to agenda**
16. **Old Business**
    1. GLEMS Scholarship – Jeff & Rob have candidates to review for 2022
       1. How to Market
          1. Introduce the Scholarship with signs at registration, remarks at the Welcome Introductory Remarks, on website
          2. Qualified candidates will receive application from a Steering Committee Member
       2. Scholarship review committee
          1. $1,500 awarded for Scholarship for 2022 School
             1. Review committee to decide what that covers – registration, food, hotel, (mileage?) – Erin to present options
          2. Scholarship recipient to be selected and notified by **Friday, July 15th**
    2. Syllabus Review Committee
       1. Track 6 syllabus needed
       2. Ken to gather Review Committee for a future meeting
    3. Recruiting new vendors
       1. Steering committee to reach out to connections/networks from vendors at other shows:
          1. Tech Advantage, DistribuTECH, EEI
       2. Erin to follow up on missdig.com reach out/invitation and Touchstone Energy opportunity
17. **New Business**
    1. Tuesday Evening Ticket for Vendors – 19/47 vendors have purchased ticket so far
       1. Review for future School – revenue opportunity
    2. Contracts for 2024 and beyond
       1. AMR and Executive Committee to review
    3. For next school year the main presenters can be from engineering and how the standards are changing to harden the grid to be prepared for adjustments in usage and need. (Kate)
    4. Bylaw review?
18. **Adjourn**
    1. Pochocki motioned
    2. Kiessling second
    3. Approved