



Members' and Partners' Coordinating Meeting

February 18, 2017 – 10:00am – 12:00 noon

@ Center for Green Technology

10:00 - 1. Welcome & Call to order:

- A. Volunteers for Time Keeper and Note Taker
- B. Agenda Review – Goals of the meeting

10:15 - 2. Working Group reports focused on the Conference and next steps (10 minutes each):

- A. Education :
 - a. Workshops & locations; Panel? Speaker?
- B. Communications :
 - a. Registration, Ticket /door prize, Signs, Conference booklet
- C. Resources:
 - a. Door prizes, Seeds?
- D. Membership:
 - a. Membership applications; Orientation, Exhibitors
- E. Finance:
 - a. Summary of committee expenses for 2017 & next steps

11:00- 3. Conference Planning & Logistics Committee Report and next steps

11:40 - 4. Other Business, announcements

11:50 - 6. Set next steps & next Coordinating meeting date & location

11:00 - 7. Adjourn