

**Executive Committee  
Conference Call Minutes  
20 March 2020**

Present:					
X	Chris Tucker	President	X	Jonathan Young	VP Int'l Relations– U K
		President Elect	X	Cindy Guthrie	Past President
X	Fernando Diaz	Secretary	X	Trisha Poole	Executive Advisor
X	Sandy Banks	VP Finance	X	Shelia Lohmiller	Executive Director
X	Jennifer Wellman	VP Scholarship	X	Jena Seibel	NEWH Staff
X	Christine Wasmer	VP Education	X	Susan Huntington	NEWH Staff
X	Monica Meade	VP Development		Diane Federwitz	NEWH Staff
X	Tara Witt	VP Int'l Relations - Canada	X	Trudy Craven	Strategic Advisor
Absent:					
	See 'O' above				Quorum = 5

Chris Tucker called the meeting to order at 11:32 am EST. Roll was taken by Fernando Diaz. A quorum was established.

**Agenda Items:**

- Mid-Year Board Meeting held at HD Expo
- Milliken Experience – NEWH Strategic Planning
- ZOOM Teleconferencing Software
- Give Lively Fundraising Software
- COVID-19 NEWH Task Force
  - Create a Special Communications Page on Website
  - Provide Career Network Free through September
- New Business

**HD Expo**

- Changing world – keep lines of communications open
- HD Cancelled until 2021
- Meet through technology – Online meetings
- Notice to be sent out to asking when to do an Online Board Meeting
- Hopefully meeting could be done at the same time as HD
- Email membership requesting personal information – KEPT CONFIDENTIAL
- Trisha: We are in a good place to help a lot of people
- Chris: Start a Bog, Live videos-keeping people connected

**Milliken Experience**

- Rescheduled for 10/4/20 – 10/7/20

**ZOOM Teleconferencing**

- Great tool
- Dial in Audio or Video
- Plan we purchased up to 10 1000 can participate
- Marriott testing software – people seem to be very happy
- Can we offer to our chapters under the INC. license?
- Other types of software available
  - Go to Meetings
  - Google Hang Outs
  - Microsoft Team

**Give Lively Fundraising Software**

- Vendors approached us
- Chris: Sit on it for now

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**Conference Call Minutes**  
**20 March 2020**

**COVID-19 Task Force**

- Task Force: Trudy Craven, Jason (Electric Mirror), Gwendolyn (Paris), Enrico (Milan), Jonathan, Chris, Cindy, Jena, Shelia
- Get everyone connected
- Email: Stay connected COVID-19 – working with IT
- Subject/topics will be Online
- Michele: NEWH board meeting in Italy – keep connecting going  
Shelia, Trudy, Trisha & Chris – Task Force
- ZOOM – Susan H working on it
- Provide Career Network free through September 2020
  - New Page – New Graphics
  - Work from Home
  - Weekly Publications - Emails
  - MESSAGE MUST BE POSITIVE – STAY CONNECTED

**Miscellaneous**

- Award Scholarships at the RTS
- Cancellation Policy for RTS/Events

**New Business**

- Fernando/Sandy
  - Culinary Event postponed until 2022
    - Venue TBD
    - Only outlet of cash – Event planner
- Jennifer
  - No Update
  - Get together with Shelia & Jena
- Chris W
  - No Educational Forum at HD
  - ZOOM – come with a new date: 3 hours break 3 hours/could be done on separate days
  - Rewrite student competition rules/requirements
  - Three: 2 – 3 sessions
  - How to use the tool (ZOOM) – Trudy, Fernando, Chris, Tara
  - Shelby Williams instituting things to stay connected
- Monica
  - Leadership Conference
    - Speakers
      - Design Matter Pod Cast/Mariska Hargitay
      - Jose Andres – not Seattle
    - Plugging away
      - Shelia: Need article for magazine – get together with Helen Reed
- Tara
  - No Update
- Jonathan
  - No Update
  - What is happening in the UK (COVID-19) same as US
- Cindy
  - How are we notifying Scholarship Winners?
  - Presentation TBD
  - Connect with School – when are dollars need to arrive
    - Give winners a choice – get dollars now or next semester

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-Insurance: ask vendors how deal with event insurance

-How is NEWH adapting – helping our community

Trisha

-No Update

-Understand difference between Meeting & Learning Sessions

-Wants to be part of the ZOOM learning session

Trudy

-No Update

Jena

-No Update

Susan

-No Update

Shelia

-No Update

Fernando called for meeting to be adjourned at 1:07 pm EsT

**Next EC Call – Friday, April 3, 2020**