

**Meeting Date: Tuesday, July 13**  
**Meeting Time: 7:00pm EDT (GMT -4)**

**Attendees:**

Adrienne Decker, Chair  
Dan Garcia, Vice Chair  
Andrew Luxton-Reilly, Treasurer  
Leo Porter, Secretary  
Mary Anne Egan, Member At-Large  
Laurie Murphy, Member At-Large  
Manuel Perez-Quinones, Member At-Large  
Amber Settle, Immediate Past Chair

**Agenda**

**Approval of Minutes**

- Motion to approve the minutes from May 19th, 2021 is approved.
- Motion to approve the minutes from June 9th, 2021 is approved.
- Motion to approve the minutes from June 15th, 2021 is approved.

**Activity since the last meeting**

- In-cooperation conferences:
  - CSEDM Data Challenge

**Symposium Business (Liaison: Manuel)**

**Action Items**

- Proposal from dLPlan to assist with site visits
  - The proposal includes dLPlan assisting in our site visits, reading of contracts, and possibly attending during site visits.
  - The board discussed the implications of engaging more with dLPlan and saw a number of advantages in terms of them assisting with helping pick sites that can provide bids within our budget goals, helping with negotiations, and, in general, bringing their expertise from conference planning into our site selection process. Although there is some cost associated with using this service, we suspect we may save that money from improved negotiations.
  - Motion to approve the proposal for dLPlan to engage with our site visits is approved.

- Cost Discussion related to registrations for the Technical Symposium for 2022 based on the TMRF
  - There will need to be a slight rate increase for members (\$25) to balance the budget. On the positive side, attendees will gain a year's worth of access to the virtual platform (for both in-person attendees as well as virtual attendees).
  - To avoid a larger rate increase, the board will pay for the costs of the first-timers lunch.
  - Motion to raise rates by \$25 is approved.
- Technical Symposium Steering Committee Applicants
  - The board discussed the Steering Committee Applicants and proposed the following committee:
    - Sarah Heckman
    - Alvaro Monge
    - Steve Wolfman
    - Michelle Craig
  - Motion to approve this inaugural Steering Committee is approved.
- Recruitment of symposium co-chairs for 2022-23 will fall on the new Technical Symposium Steering Committee.

### **Additional Agenda Items**

- New Educators Leadership
  - Board discussed applicants.
  - Proposal to approve Meghan Allen as junior chair is approved.
- CRA-WP Sponsorship
  - We received a request from the CRA-WP for sponsorship. The board agreed not to sponsor the CRA-WP at this time.