

Planning meeting 2019

November 8th, 2018 – Watertown- call to order 9:51 am

Attendees:

Greg Paulson, Matt Huovinen, Jay Hertel, Bill Chatwell, Ray Olson, Chad Devier, Brad Bixby, Bill Davis, Dan Langness, George Lipetzky, Cherri Olson, Julie Bent, Jeremy Billings, Pat Davis, John Shimota, Joe Anderson, Jon Hoffman

Call to order: 10:00 am

Review minutes:

Review Last year's meetings minutes
Motion Julie, second Cherri

Treasury report:

Checking Account -
Savings Account -
Motion to accept Jeremy, second Chad

2018 elections:

The following are up for elections this year: Greg Paulson, Brad Bixby, Ray Olsen, and John Hoffman. Patrick Davis, Mat H.

Amy will send out a call for nominations. All nominations and biographies of those interested in a board seat will need to be submitted by Nov. 19th. Ballots will be ready December 5th and elections will be held from December 7th - December 17th with new board members being announced on December 19th.

Amy to send a call for nominations – Nov. 19th

Anyone interested in running must turn in Bio by Dec. 1st

Elections Dec. 7-17th

Election committee – Bill Chatwell, Joe Anderson

Bio information should be sent to Amy and Ray to update the website.

- Our Bylaws state that we can have 14 board members and 10 associates.
- New Bylaws coming into effect? – as a guideline prefer 12 board members. We have 14. We are good to remain with 14 as it works well for us. As people leave in the future we can recess then.

Annual membership meeting in the first quarter of the year to give an annual report and transact business. – We will meet the week of Jan. 21st in Aberdeen SD for our annual meeting.

Review Associates -

- Need to remove Eric Steele and Rick Sullivan as they are no longer in the area
- Amy send chapter bylaws out prior to the Jan meeting for everyone to review and vote on at that time

Planning:

2018 budget:

- Need to put together the estimated costs for the following:
 1. Training costs: ESTIMATED -
Brady Volp – Airfare, Hotel room,–
Tom Gorman -?
2 trainings with meals -
 2. Donations- SCTE Foundation, Kathy Oaks,
 3. Robotics program:
 4. CLC Expo Travel – May 1-2 Dallas TX, 3 peeps airfare. Food and Hotel
 5. EPXO - 3 peeps
 6. Cable team for North Country Vendor Days -
 7. 2019 Dakota Territory Vendor Day Cost -

Last year's number at vendor
36 tables

Charities: 2019

Cathy Oakes \$500
SCTE Foundation \$500
MTI Robotic \$1700
School of Mines
Mitchell Technical Institute
~~Community – Jeremy~~

Sponsorships Amounts for Vendor Day: Bill George

1. BRONZE - \$300.00
2. SILVER - \$600.00
3. GOLD - \$1200 includes the table

Social Media:

- Website: <http://www/sctedakotaterritory.com>

2019 training dates

I need committees of 2-3 people for each of these trainings. We will pool ideas for training, dates and areas to get on the national calendar. Our first one will be in Jan. and I want the dates and speakers for each training nailed down no later the 30 days prior to the date agreed upon.

- **January - Aberdeen week of 21st**
Julie, George,
Board meeting night Before
Week of 14th members will be gone
- **Feb**
Jeremy, Joe, Jon, week of the 18th
 Fargo -
 26-27th in Feb.
- **March**
March 13th – North country chapter Vendor Day
March 21 MTA training
Pat/Bill – will round up a webinar for WIFI and OTT
Invite badger/north country
- **April-**
 - Greg, Jeremy, Kent – RC area
- **May – Vendor day- SF May 15th**
 - Sioux Falls
 - Board Meeting
 - Supper
 - Agenda
 - Speakers
- **July**
 Webinar – Bill/Patrick
- **September**
 Sioux Falls – Jay/Bill
- **October: - SCTE EXPO**
 Webinar late October Bill/Pat
 - Expo Winner to go
- **November**
 - Planning Meeting Date: Nov. 7th.

Matrix: Update – Bill C.

- Financials are in good standing
- looking good on matrix
- Charitable – we voted on the 2018 donations
 - MTI robotic - \$1700 - done
 - Cathy Oaks - \$500 – Need to do yet
 - SCTE Foundation - \$500 – Need to do yet

Start Thinking of Speakers for the 2019 Vendor Day

Thought for 2019 Vendor Show:

Cable Games:

- TDR – Has been a change in Judging of this event
- OTDR Viavi
- Meter Reading - Viavi
- Fiber Splicing
- Jeopardy – Bill Davis
- Drop Cable Preparation -
- Network Cable Preparation
- Other?

Vendor Day planning:

- Date - 5/16/2019 Thursday
- Vendor contacts – Cherri and Julie
- Speakers –
- Attendee contacts –
- Posters – Cherri, Leigh
- ID Badges. Check on holder. Someone to print them. Both attendee and vendor – (lanyards?)
- Set up registration survey and attendee list.
- Power point presentation -
- Registration table –
- Food and beverage –
- Medals – Jon
- Hats - Ray
- Gift cards and TV – Ray
- Cable jeopardy Reserved - Done
- Score sheets and Waivers Cable Jeopardy –
- Lining up judges for cable games and Jeopardy –Jay
- MC for Jeopardy –Bill D.
- Table map - Jon
- Vendor table logo cards -
- Door prizes.- Ray
- Membership give away 4 memberships and 4 certifications – No real need for this with CAP. Echo, TV or bags? Power and Tel will donate bags Matt H.

- Gifts for speakers – Bill Davis
- Tools for cable games -
- Vendor day flyer – Jay
- Runners for cable games – Julie to reach out to Adam to see if the trainers can assist.
- Any vendor that helps get put on signature sheet for TV.
- Contact to see if he will do the score sheets again. –

2018 Board Meeting Reports:

Charities: - 2018

Cathy Oakes - \$500

SCTE Foundation - \$500

MTI Robotic - \$1700

~~School of Mines~~

~~Mitchell Technical Institute~~

~~M Community – Jeremy~~

Jeremy motioned Jon H second.

Cherri will send out the checks right away

1:00pm Motion to adjourn – Bill Chatwell, 2nd by Cherri Olson.