



2025 Planning meeting (11/12/2023)

November 12th, 2024 – Watertown, SD

Attendees: Dan Lagness, Jim Bertocci, Jeff Baum, Jeff Fischer, Mike Teeslink, Nathan Hoekstra, Nevada Moe, Jon Hoffman, Jeremy Ebsen

Call to order: 9:09 am

Review minutes:

Review Last year's meetings minutes
Motion to approve – Nevada
Second – Dan
All in favor

Treasury report:

Checking Account –
Savings Account –
Motion to accept: Nathan H
Second: Mike T
Approved: all in favor

Jon will follow up with National on our accounts being not in compliance. Will work to get new accounts open and get all authorized account holders on the account.

2024 elections: Jeremy B and Jeff will work through this and have it completed by December 18th. End of terms for Nathan Hoeskstra, Jon Hoffman, Holly Hall, Nevada Moe, Ray Olson, Jim Bertocchi. Jon is termed out for Treasurer, We will need to nominate for new president vice president, and treasurer end of 2024. Table nominations for director roles until January meeting. Will verify we are in compliance with National. Nathan will email National on our bylaws being correct to follow suit with Nationals rules.

Succession planning- will look to appoint volunteer associate members to assist with officer roles will do this at January meeting. Jeff B has mentioned interest in the Treasurer position.

- Our Bylaws state that we can have 14 board members and 10 associates. New Bylaws coming into effect? Annual membership meeting in the first quarter of the year to give an annual report and transact business. 2. Chapter boards may be between 5 and 12 seats this gives guidance.
- Anyone wanting to run will need to turn in a short BIO to Jeremy Billings or Jeff Baum will post on the website.

Review of Associate Board Members: Bill Chatwell is stepping away. Will add wording to succession planning on assistant board members responsibilities.

Planning:

2025 budget:

- Need to put together the estimated costs for the following:
 1. Costs:
 - a. Brought in \$----- but spent \$----- in 2024
 - b. Aberdeen January \$-----
 2. Donations- SCTE Foundation, Kathy Oaks, \$-?
 - a. Probably skipping Kathy Oaks foundation in 25'
 3. Robotics program: \$-?
 - a. We will invite them but not give a donation at this time.
 - b. Discussion on a possible scholarship program.
 4. CLC Travel –
 - a. Planning on budgeting \$----- for two people St. Louis April 9-10
 - b. No rental car should be needed, UBER will do.
 - c. Flight costs range from \$300-\$500 round trip.
 5. Expo
 - a. How many do we send? Two board members and Cable Game winner. September 29th-October 1st.
 - b. We will budget \$----- for the three people – Washington DC
 - c. Should the board plan the travel, booking flights and hotels so we can manage the budget better.
 6. 2025 Dakota Territory Vendor Day Cost -Budget \$-----
 - a. The Holiday Inn where we always have it is booked. May 14th (board mtg and dinner) and 15th Vendor Day, cable games.
 - b. May 14th Board Meeting/Dinner \$----
 - c. May 15th Vendor Day -----
 - d. Gift Cards/ Prizes \$-----
 - e. Metals \$250
 - f. Web \$---- Have Ray look at finding a cheaper solution.
 - g. Constant Contact \$---
 - h. Shirts \$---
 - i. Hats \$--- for two years
 - j. Trophy \$---
 - k. Planning meeting \$---
 7. Jon Hoffman has the breakdown in Excel (attached separately)
 8. Motion to approve budget: Jeff Baum

9. Second: Jon Hoffman
10. Approved: all in favor

Sponsorships Amounts for Vendor Day:

1. BRONZE - \$400.00
2. SILVER - \$600.00
3. GOLD - \$1000.00
4. Table - \$400

NEW SPONSORSHIPS

5. Breakfast sponsor – \$500 X 1 available
6. Lunch sponsor - \$500 X 2 available
7. Afternoon refreshments sponsor- \$250 X 3 available
8. Motion to keep the same costs for sponsorships and adding food sponsors: Jon Hoffman
9. Second: Nathan Hoekstra
10. Approved: all in favor

Social Media:

- Website: <http://www.sctedakotaterritory.com> look at other website options
- Newsletter: No - ? Looking to ask Megan to see if willing to take this on.
- **Jeremy Billings will add a twitter/X account for the chapter**

Golf Outing- \$----- Planning

- Tentative dates September 23rd-24th on hold with the resort. Need to get the golf price down to make work.
- Grand Falls Casino and Resort.
- 1PM shotgun start with evening meal.
- Room Rate \$125 per night , Drink tickets \$8.00 MAX based on what it costs.
- The more people that stay costs of things go down \$32 per plate for evening meal.
- Around \$450 per team sponsorship
- Hole sponsor \$100
- Dinner sponsorship \$500 X 4 available
- Beverage sponsor \$500 X 2 available
- Drink tickets \$8.00 MAX based on what it costs. 2-4 per person
- Pin Prizes- longest putt, longest drive, ETC.-\$225
- Winning prizes- \$300 (\$75 per person on winning team)

2025 training dates

I need committees of 1-2 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 – 14th-15th Aberdeen in person 10AM-3PM (4 training hours)**
Fiber splicing/Ribbon splicing, fast connects, casing fiber

Jeff Fischer and Jeremy Billings will coordinate americinn
Jon Hoffman will coordinate food.
Jeremy Ebsen will coordinate Meeting room 6PM

- **Feb- Virtual February 19th (3 training hours)**
Remote Phy- Teleste
Patrick Davis will coordinate

- **March – Virtual March 19th (3 training hours)**
WiFi presented by eero
Dan Langness will coordinate

- **April – Virtual April 16th (3 training hours)**
RF Testing and maintenance
Viavi- Patrick Davis and Nevada will coordinate.

- **May – Vendor Day** May 15th 8:30-10 and 10:30-noon (6 training hours)
Fiber test tools- Eagle Marketing
Safety- Jeff Baum

- **June**
 - nothing

- **July**
 - nothing

- **Aug**
 - nothing

- **September**
 - Golf Outing

- **October:** - SCTE EXPO

- **November- 11th and 12th planning meeting and training. (4 training hours)**
 - Hands on Sioux Falls?
Fiber splicing/Ribbon splicing, fast connects, casing fiber
Jeff Fischer and Jeremy Billings will coordinate.
Jeremy Ebsen will coordinate facility and food.

Matrix: Update

Thought for 2025 Vendor Show:

Cable Games:

- TDR
- OTDR
- Meter Reading
- Fiber Splicing
- Jeopardy
- Drop Cable Preparation

- Hardline Cable Preparation
- Other?

Vendor Day planning:

- Date - May 14-15
- Vendor contacts –Holly hall
- Speakers – See above
- Attendee contacts
- Posters – Megan
- ID Badges. Write on name tags- Jeremy Ebsen/Megan
- Set up registration survey and attendee list- Ray Olson/ Holly Hall
- Registration table – Megan/ Jim B
- Food and beverage – Dan Lagness
- Medals – Jon Hoffman
- Hats – Ray Olson
- Gift cards and prizes– Ray Olson/ Nevada Moe
- Cable jeopardy Reserved – Jon Hoffman
- Score sheets and Waivers Cable Jeopardy – Nathan Hoekstra
- Lining up judges for cable games and Jeopardy – Nathan Hoekstra
- MC for Jeopardy – Patrick Davis
- Table map – Dan Langness
- Vendor table logo cards - Megan/ Jon Hoffman
- SCTE Table – Nathan Hoekstra
- Tools for cable games – Nathan Hoekstra
- Vendor day flyer – Ray Olson
- Runners for cable games – Jeremy Ebsen

Motion to adjourn: Nathan Hoekstra

Second: Nevada Moe

Approve: All Approved

Time: 1:15 PM

TOTAL: 255 minutes