

AZACTA Phone Conference 3/21/19

Attending—Holly Banes (AWC), Diana Pinon (Rio Salado), Nancy Stuffelbeam (EMCC)

1. Website history/updates—Holly checked with Jerri Lukens about the history of the AZACTA website. In the past, the cheapest website options were chosen due to lack of funds. AZACTA is now able to afford security for the website.
 - *Website security--www.godaddy.com (\$59.99/yr-This would be like your padlock icon in the address bar-SSL certificate) and (\$6.99/mo-This is like a website antivirus)
 - *Added Hotel landing page—Holly added the conference hotel information tab
2. Conference Agenda—approved by committee. Nancy will reach out to vendors to give them their time slots, and ask them for a headshot to add to our conference agenda.
3. Conference Registrations—As of today, 27 people have registered to attend the AZACTA conference. This doesn't include sponsors or Renee from ASU. These numbers include 10 new people who have never attended the conference before. Currently, 8 of the registrants are planning to attend the networking event the evening before the conference.
4. Budget updates—Current AZACTA bank account balance is \$2986.76
5. Survey Questions—We want to have conference participants complete an online survey using their phones at the conclusion of the conference. Nancy to find last year's questions and email to committee for review/adjustment as needed.
6. Give-a ways/Awards/Thank you (presenters)—Committee decided to have Diana purchase \$10 Starbucks gift cards as a thank you to presenters (need to purchase 7 cards).
 - *Evening Reception—We have the NCTA compasses to give away at the reception.
 - *Conference—Nancy to send out an email to AZACTA members asking them for freebies to give away at the conference. We can hand them out as door prizes (do drawings for people who are back in their seats on time after breaks).
7. Nominations—We need to solicit nominees for the President-Elect position. Diana in charge. Voting needs to be done at least 30 days prior to annual conference (per bylaws).
8. Good of the Order
9. Next Meeting, **April 18 at 8:30 am**