

## Presidents' Round Table Executive Committee Meeting

November 27, 2019, 11:30 – 12:00pm CST

### Minutes

**Present:** Dr. Walt Tobin, Dr. Marshall Washington; Dr. Charlene Dukes, Dr. Annette Parker, Leslie Johnson **Not Present:** Dara Rudick, Dr. Sharon Blackman; Dr. Marlon Hall

I. Meeting started at 11:35 am CST.

- June minutes accepted and approved.

II. MHQ Update

- Mackenzie Kelley has been promoted to Events Manager and we have hired our new events coordinator, who will start on 12/4 for event support. Since we last met, MHQ initiated two letter campaigns: one for prospective members and one for lapsed members. Dr. Dukes and Dr. Parker had an on-site visit with MHQ and held a strategy session with MHQ leadership. MHQ provided the report to the team when the agenda went out.

III. Finances: Dr. Tobin

- Dr. Tobin reviewed the finances. Overall we are almost \$20k positive for this year.
- There are some outstanding invoices Leslie will be following up on in the coming weeks as well.

IV. Committee Updates:

- Membership: No updates at this time besides continuing to invite new prospects.
- Events:
  - Will begin initial meeting for LAKIN in January and begin meeting regularly in February. Confirmed that Bekka and Mackenzie should be included on emails/scheduling etc.
  - Dr. Dukes believes that next year we can go off site for the reception at AACC.
  - Payment needs to be received by the end of this week to secure the room for AACC, but we have not received an invoice. Dr. Dukes is working on a sponsorship for this event.

V. Other Business

- Most of the executive committee are done this week and back in the office between January 2-6.

VI. Dr. Dukes adjourned the meeting at 11:58 am CST.

