|  |  |  |
| --- | --- | --- |
| 3.9.2017 | 8:00 PM | Conference Call |
| **Meeting called by** | Matthew Barusch |
| **Type of meeting** | Regular |
| **Staff liaisons** | Matthew Barusch |
| **Note takers** | Matthew Barusch |
| **Attendees** | Christy Bradshaw, Tiva Wood, Rosa Naccarato, Michele Felicetti, Matt Moss , Kathryn Thomas |
| **Next meeting date** | TBD |
|  |
| **Charge**  | Annual PAC convention fundraiser |
| **Discussion** | The Men of Court Reporting Calendar is moving forward as the annual Convention fundraiser. We will be opening nominations for models among membership. The nomination form will be sent out with the next issue of the PAC newsletter, as well as with the JCR weekly and on social media. Nominations will close on March 24, at which point voting will be open. Staff is working to identify printing costs and gathering calendar dates for inclusion. Committee members have agreed that the calendar should include all religious holidays. |
| **Conclusions** | NCRA staff and committee members should market and promote the calendar and alert membership to the nomination process |
| **Action Items:**  | **Person Responsible** | **Deadline** |
| Encourage nominations for the calendar and spread the word about the calendar fundraiser amongst membership. | Committee | Ongoing |
|  |
| **Charge**  | Develop strategy to increase outreach to membership and increase number and amount of PAC contributions |
| **Discussion** | The next issue of the PAC newsletter is scheduled to be distributed to members on Friday, March 10. Matt has opened it up to the committee for potential contributions to the newsletter, and will be exploring expanding the newsletter to include policy specific article sections. |
| **Conclusions** | The PAC newsletter is taking shape and will continue to act as a vehicle for increased outreach to membership and to motivate members to contribute to PAC. |
| **Action Items:**  | **Person Responsible** | **Deadline** |
| None at this time. |  |  |
|  |
| **OTHER/COMMENTS** |
|  |