

Minutes of the Board Meeting - August 8, 2023

1. Welcome and Attendance

Present: Wouter, PJ, Petra, Ben, Tom, Ester, Milko

Absent: Richard

2. Board minutes of July 11 amended and approved

3. New Board Structure

It was agreed by the board that instead of committees, the various areas of responsibility would be allocated to board members. Each area would have a lead and one or more backup board members. Items discussed:

- I. The 2024 conference would not be live streamed. Presenters can be given the option of having their talk recorded and made available to GPF members on the member portal of the website.
- II. Website - Lisa to email Richard to see if he is willing to be the lead on the website. Milko to write a road map for the portal to be discussed with Richard and Hit Your Mark Media.
- III. Meeting tool - We still have a license with EventForce which we can use for the 2024 conference. Other meeting tool options to be evaluated.
- IV. Agenda - there have been requests that the meeting tool be opened to allow for delegates to set up bilateral meetings during the main session. The issue with this for 2024 is that the same room is being used for bilaterals and main sessions so the delegates would need to meet at different locations in the hotel. Maybe allow for more time for bilateral meetings, included allowing these to be set up during breaks, to have only two days of programs and one full day for bilaterals, and/or setting up some tables in the upper lobby of the hotel if the space permits.
- V. AWS - Milko to look into the services we have with AWS and see which ones we are using. Included in this would be all business operations systems.
- VI. Program committee - it was suggested that we have committee members sign up for two years and then they term out.
- VII. Printing and merchandising – try to outsource this to one person/agency to do the design and manage the merchandising. This would include the design of the logo, T-shirts, bags etc. as well as arranging printing and delivery. Ester and Ben to investigate this as they may have some contacts.
- VIII. Election committee - No board member should be on the committee but should act as a liaison between the board and the election committee.
- IX. 2025 conference - PJ suggested that this be done in the USA. After 2024, we can evaluate the success of having a conference outside the US. All board members to be involved in this as it would need to go to a vote.

4. To be discussed over email

- a. Hotel
- b. Sponsorship
- c. Bonvoy Points
- d. Budget
- e. Fall 2023 board meeting.

5. Next Meeting,

Sept 12, 2023 at 7am pacific time