

Minutes of the Board Meeting on January 9, 2024

1. Welcome and Attendance

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

2. Minutes of December 12 board meeting were approved

3. GPF Bank Account

Update:

4. 2024 Conference

- I. **Hotel:** 10% of the room block has been sold. The Hotel has updated the booking link to include the cancellation policy. 2024 Conference Google Sheet
- II. **Meeting Tool:** Tom is working on the final costs for the 2024 Meeting Tool and communicating with EventForce on the refund.
- III. **Registration/Approvals:** 47 approved, 18 waiting for review.
- IV. **Program Committee:** The discussion on whether to waive registration fees for presenters will need to be voted on by the board.

V. Printing and Merchandising: No update

VI. Socials:

Lisa is working on the menus at the moment and will send them to Ester and Petra for review when they are ready. Casa Bacardi - the venue only serves Bacardi products, and the caterer will serve beer and wine for an additional amount per person. Contracts and deposits for both venues still need to be sent to the venues.

VII. Site Visit 2024: TBA

VIII. Communications:

Payment details in MailChimp need to be updated.

5. Treasury Update

- I. No Update

6. Sponsorship

- I. Contracts received and Petra to follow up with other potential sponsors.
Sponsor Codes - if a company allocates a sponsor code to a delegate, Lisa can approve them, and not wait for the approvals committee.

7. 2025 Conference

Comparison of the three hotels. All will work for the 2025 conference, and all have their pros and cons. There are plenty of options for socials. Lisa is working on getting the room rates as low as possible.

9. Elections Committee

Pre Covid, the nominations for board members were done before the conference and the nominees were able to speak at the conference. Lisa to start an email conversation with the board on this.

8. Next Meeting

February 13, 2024, at 7:00am Pacific Time