**Member Success Committee**

**Virtual Meeting Minutes**

1. **Call to Order**
	1. Meeting called to order at 2:05pm by Chair Mitch Foster.
2. **Roll Call**
	1. Chair Foster recorded the attendance.
3. **Ongoing Business**
	1. Updates
		1. Ambassador Program **(Mitch)**
			1. Discussion regarding how to best help new members;
			2. Chair Foster will reach out to Aaron Desentz and PDC to discuss the following items for the next Conference:
				1. First-Timer Breakfast;
				2. First-Timer Table for first day;
				3. Introduction of first-time attendees at the first session;
				4. Some sort of welcome wagon group/ambassador program.
		2. Managers-In-Transition Support Program **(Frank)**
			1. More mutual separations here recently, but lots of turnover.
		3. EAP Wellness **(Adam)**
			1. Working to include in the newsletter, as well as review quarterly data;
			2. Next step is to work on increasing knowledge/awareness of program.
		4. Newsletter/One-Pager **(Tyler/Sarah)**
			1. Moving towards a one-pager that is issue specific as well as utilize the Blog Post function of the website.
		5. Wednesday Manager Group Presentations **(Pat)**
			1. Schedule is set out to April.
	2. Other Items for Discussion
		1. None
4. **Adjournment**
	1. With no opposition, Chair Foster will adjourned the meeting at 3:02pm on December 1st, 2021.