

**NYSARH Conference Planning Committee**  
**July 16, 2019 Meeting Minutes**  
**“Harnessing the Power of Rural”**

David called the meeting to order at 9:05 AM on the R-AHEC conference line.

Roll Call—attending via conf call:

David Riddell, Charlotte Crawford, Mandy Qualls, Michael Pease, Ashley Hawley, Gertrude O’Sullivan, Derrick Chrisler, Sara Wall Bollinger

Excused: Karin Blackburn, Carrie Roseamelia, Helen Evans, Rob Wingate, Claire Parde, Richard Merchant

Sub-Committee Updates:

Minutes – David

- Accepted

Pre-Conference Workshop – from Ashley

- Marketing needed
  - Derrick will send the one-page from last year to be a template
  - Karin will make a flyer suitable for print or email
  - All will distribute to contacts
  - Derrick & Ashley will send to CEU contacts they used last year

Program/Technical – from Sara

- All presenters have been confirmed except Veteran Panel
  - Rich Kazel is working on a third panelist
  - Sara will find out how payment from NRHA works
- Those not selected have been notified by Helen
  - Sara will follow up with Helen re: webinar offers

Sponsors/Exhibitors – David

- Still lagging for Silver and Bronze; others coming along well
  - Charlotte will ask Population Health Collaborative
- Some confusion [e.g. Millennium]
  - Follow up meeting on Sponsors 7/22
- Co-advertising with Partner Organizations
  - Karin will prepare ‘ad’ for Transit conference and get theirs

Poster Session – from Carrie

- Will gear up in August

Awards/Prizes - Charlotte

- Two nominations for each category have been received
  - Awards committee meeting at 11AM today

General Planning & Facilities – David/Charlotte

- 23 rooms reserved at hotel

Publications/PR – Mandy

- We need lots of high-resolution photographs
- Someone will be designated as photographer at conference

Registration – Mandy

- Registration is live
- 23 people have registered to date
- Marketing Needed
  - Karin will make a flyer suitable for print or email
  - Sara will send a press release to selected media outlets

Meeting adjourned at 9:42.

NEXT MEETING: August 20, 2019 at 9AM via conference call.