



NYVOAD Executive  
Committee Meeting Notes  
800-320-4330; 309920#

18 May 2016  
10:30 AM

1. Call to order: 10:30

2. Attendance:

3. Treasurer's Report (D. Palumbos)

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| Have \$1477.52 in account (via e-mail from D. Palumbos) | <i>Action items</i><br>N/A |
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4. Internal Communications (ALL)

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| T. Schwob will act as "second communicator" in absence of L. Putney | <i>Action items</i><br><b>L. Putney</b> will send Gmail account information and password to members of executive committee. |
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5. Status of committees (A. Tzovaras)

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| Communications Committee (M. Hiruma): Have had an initial call and have another scheduled for 6/3 at 2-3 PM. Looking at updating capacity matrix and developing a survey for members soliciting ideas for a more effective and useful website. Brad Miller has left the committee.<br>Operations Committee: Have had one call; waiting for a new member from Foodlink to receive permission to participate.<br>Membership Committee: Contact has not been established. | <i>Action items</i><br><b>T. Schwob</b> will contact NVOAD to get access to NYVOAD website for web master from operations committee once individual identified<br><b>A. Tzovaras</b> will reach out to members of Membership Committee<br><b>T. Schwob</b> will send Membership Committee member contact information to A. Tzovaras [Note: Completed 5/18] |
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6. Member Directory Update (ALL)

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| American Massage Therapy Assn: L. Putney has send application materials but not received a response | <i>Action items</i><br><b>L. Putney</b> will follow up with American Massage Therapy Assn |
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7. IT DRC (L. Putney)

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| Agreed to accept IT DRC as a member. | <i>Action items</i><br><b>L. Putney</b> will add IT DRC to member directory |
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8. General Membership Meeting for Fall 2016 (A. Tzovaras & D. Palumbos)

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| No progress to report. M. Hiruma & A. Tzovaras will discuss during NVOAD conference. | <i>Action items</i> |
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9. MEMBER ITEMS

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| FEMA Region II meeting, 6/21: NYVOAD and New York State can collaborate to develop a 15-minute presentation. | <i>Action items</i><br><b>L. Putney</b> and <b>J. Marcella</b> will work together to develop a PPT slide w/three bullet points to |
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|  | outline relationship of NYVOAD with New York State. |
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Next meeting date and time: **June 8, 10:30 AM [different date for this month only]**

Adjournment at 10:59 AM