

NASIG Board Conference Call Minutes
June 3, 2020

Executive Board:

Kristen Wilson, *President*
Angela Dresselhaus, *Past President*
Betsy Appleton, *Vice President/President-Elect*
Beth Ashmore, *Secretary*
Cris Ferguson, *Treasurer-in-Training*

Members at Large:

Keondra Bailey
Michael Fernandez
Shannon Keller
Lisa Martincik
Marsha Seamans
Steve Shadle

Eugenia Beh, *Ex Officio*
Chris Bullock, *Ex Officio*
Lori Duggan, *Ex Officio*

Guests: Lisa Barricella (*CPC*), Katy Divittorio (*incoming member at large*), Adele Fitzgerald (*CEC*), Megan Kilb (*PPC*), Courtney McAllister, (*incoming member at large*), Jennifer Pate (*CEC*), Wendy Robertson (*PPC*), Sion Romaine (*CPC*),

Regrets:

Jessica Ireland, *Treasurer*, Mary Ann Jones (*incoming member at large*)

1.0 Welcome

The meeting was called to order at 3:01 pm Eastern.

2.0 Online Conference Update

Keondra Bailey, Mary Ann Jones and Lisa Barricella sent registration confirmation emails to all registered attendees and deduped the registration list. Zoom registration reminders also went out with Tuesday and Wednesday webinar credentials and Thursday's will go out tomorrow. Mary Ann is also sending out confirmation email to new registrations as they come in. Wendy Robertson has added speakers, sessions hosts, and technical support as panelists to each day's webinar in Zoom.

ACTION ITEM: Beth Ashmore will make sure that people who register inside the one week mark get a Zoom confirmations for all three days before the one hour reminders go out next week.

Kristen Wilson reviewed the slide decks we will need for the conference. Shannon Keller reported that the awards slides for the opening session are complete. Eugenia Beh will work with Kristen on adding a land acknowledgement for the opening session. Sion Romaine and Lisa B. are finishing the break slides and will share those with the board so we can have lots of backup access if we need it. The intro slides for each speaker are complete and the Program Planning Committee hosts have been using them for all the pre-recorded sessions. The board also discussed the intro and outro text for each day of the conference.

The board discussed strategies for having a social space for attendees to connect and network. The Conference Planning Committee was looking at having committee members host Zoom rooms to act as virtual dine-arounds. The rooms could be capped for optimal conversation in the same way dine-arounds are capped at the conference. Lisa B. is willing to host at least one room to test it out. Lisa Martincik will work with the Communications Committee to set up social forums on the NASIG website to mimic social events at NASIG conferences, like the ice cream break, late night social, a puzzle forum, mentoring/first-timers forum and an Ask NASIG forum. Chris Bullock also offered to monitor Twitter and, if necessary, help steer conversation to the forums for people to find each other during the conference.

Wendy asked if it would be okay to post the links for pre-recorded sessions on Sched as they go up or if we want to wait until the live conference begins. The board agreed that it is fine to add them to Sched before the conference begins. Lisa B. reported that they will be using Cafe Press for souvenirs since our store is already set up and Awards and Recognition uses the store for gifts for outgoing committee heads. Wendy asked if during the live conference we should allow anonymous questions, upvoting of questions, and the ability for attendees to see all questions. The board agreed that all of the settings are appropriate and if we need to change them during the session we can. Beth will check for Wendy to see if the questions will be captured in a text file along with the recordings.

3.0 Mentoring Program

Marsha Seamans reported that the Mentoring and Student Outreach Committee wanted to know if they should do a shorter program this year or skip the program this year altogether because of the lack of an in-person conference to kick-off the program this year. Katy Divittorio suggested that the program could be useful to graduate students who are facing an uncertain job market and may benefit from a mentor's guidance during the pandemic. The board discussed having the

mentoring program run from October to June to make it more manageable for mentors and mentees. If committee members are available during the conference next week they could also help moderate a first timer's forum on the NASIG website.

4.0 Newsletter Conference Reports

Marsha also asked whether or not newsletter recorders were necessary for the conference this year since all sessions will be online. Lori Duggan said that the issue of the newsletter where these reports would appear would be September when Angela Dresselhaus will be taking over as newsletter editor. Angela said that the September issue would be fine without the traditional conference reports and that she has some ideas for more blog/social media-style content about the conference for that issue.

5.0 Annual Board Meeting

Kristen asked the board how they would like to meet since we won't be meeting in person this year. The board discussed having two two-hour Zoom meetings. The first, in late June, could focus on debriefing from this year's conference and planning for next year's conference. The second, in early-mid July could focus on committee annual reports and overall organizational planning for the coming year. Betsy Appleton and Kristen can co-lead the meetings and Beth will send out Doodle polls to find a good time.

3.0 Adjourn

The meeting was adjourned at 3:42 pm Eastern. Minutes submitted by: Beth Ashmore, Secretary, NASIG Executive Board.