

EEAC Annual Meeting Planning
10/28 @ 4:30pm to 5:30pm

Link to Agenda/Facilitator's Guide for Annual Meeting:
[EEAC-Annual-Meeting_Facilitators-Guide.pdf](#)

Zoom link: _

Dial-in Info: _

Meeting ID: _

Passcode: _

Goal: Get through the agenda!

Agenda:

- Review and revisit the purpose of the Annual Meeting
 - Started in late '70s and early 80's at places like Wave Hill, with large turn out of 50+ attendees and share out of skills, networking
 - Transitioned into a more business like meeting w/ committee reports (slipped attendance, 20+)
 - In the last few years: speaker and skill share, a gathering to reconnect (45+ attendees)
 - New and continuing steering committee members are voted on
- Determine goals specific to this year's meeting, ie. # of attendees, # of new members, \$ raised, # of voting members present
 - Talking about inclusion and BLM as an entre into the new mission, the strategic plan and the need for its implementation.
 - Goal of 40 attendees: 30 members, 10 newbies, 3 new members
- Set date and time for annual meeting via Zoom. (~~11/17~~ **11/19**)
 - 11/19 - 5:30pm - 6:30pm - Maybe ½ hour extra to hang out/network.
- Establish a run of show & agenda for the Annual Meeting.
 - 5 delays/intros
 - 5 minutes of updates from River
 - 20 minutes presentation from NWF, 10 minute for questions
 - 3 minute nature/stretch break
 - 2 minutes for voting via Google Form on EEAC background
 - 20 mins Civic Engagement for Youth with Mike
 - Upcoming Events and Membership Info and Committee sign up
 - Committee sign-ups, who to get in touch with (virtual tool for sign up)
 - **What can be recycled from last year?**
 - **What has to be created from scratch?**
- Delineate next steps and assign point people to complete tasks.
 - Bonnie R will put all slides together in Google Slides

- Fran will handle the chat and the behind-the-scenes during the meeting
- Fran will create run of show document
- River to reach out to Mary Most about transitioning the ballot to a google form
- River will create the Eventbrite
- “Thinker” questions to attendees to come prepared to talk about civic engagement with youth (all contribute)
- Tools for engagement during event(padlet, jamboard, polls) - Fran
 - Closer: how will you contribute to the future(1 - 2 words)
 - Read out as end
 - Top 3 concerns going into the fall
 - Nuts and bolts (newsletter, you want it?) - adaptive plan