**Agenda for Executive meeting February 1st 2021**

10am <https://upstate.webex.com/meet/tsistijo>

Opening remarks and welcome new officers

Old Business:

1. Conference wrap-up
2. Chapter Finances
	1. Amended 2021 Budget
3. Review and finalize online payment system for Chapter dues and conference registration
	1. 2021 Dues $25
	2. Roles related to Wild Apricot that require more additional training: Treasurer, Membership Chair, Communications Co-chairs, Vendor Coordinator, Registration Committee, Chair
4. Archives & Record Keeping Work Group
	1. Approved motion from October 25, 2019 Executive committee meeting for the formation of a records management and archive task force

New Business:

1. 2021 Conference
	1. New committee structure and members
	2. Conference planning update
2. Scholarship Donations
3. Additional CE events

Save the date Summer Executive meeting - WEBEX June 24th 9-12pm

Adjournment