



Engage • Educate • Inspire

## Report of the Executive Director for May, 2020

- Membership e-blasts
- Budget work
- May board meeting
- ZOOM meetings with board members
- COVID budget
- Conference planner contract updated
- Created pre-conference survey for members
- Catherine at the Samoset
- Kathy Sutton budget wrap up for year
- Budget powerpoint for board meeting
- ACES email
- Eastern District zoom calls
- Emailed survey to 2020 exhibitors on May 12<sup>th</sup>
- Emailed John Henry and Jamie Sparks May 12<sup>th</sup>
- Emailed presenters on 5/18 – survey
- Worked with Dana on June meeting agenda
- Eastern District SAM zoom
- Zoom with NE executive directors about virtual conferencing
- Reviewed various virtual platforms
- Emailed Kristie Littlefield, Chris Hallet, Scott Harriman re fall PD days
- Christine Helser Windham PD day in October
- 2<sup>nd</sup> email to conference presenters
- 2<sup>ND</sup> call with Catherine at Samoset

Deb Smith, Executive Director

June 2, 2020

Submitted to Maine AHPERD Board