



Engage • Educate • Inspire

Report of the Executive Director for November, 2021

- Membership e-blasts
- Updated web site
- Met with Andy about MAHPERD taxes
- Correspondence with conference presenters, zoom and room hosts
- Created room host scripts for conference
- Sent TOY winners gift certificates from US Games/OPEN
- Virtual conference Nov. 7,8,10,15,17,21
- Call with Lisa Ravar – Bystander Programmer
- Two new board member recruitment emails
- Managed virtual conference 6 days
- Conference eval & recordings
- MAHPERD membership
- Emails to unpaid conference attendees
- Taxes with Nina
- OFP scripts to Susan for MDOE newsletter
- Prepared for advocacy meeting
- APE email for Nov. 29 deadline
- Intro emails to Emily and Guy – new board members

Deb Smith, Executive Director
Submitted to Maine AHPERD Board