



Report of the Executive Director for January & February 2018

- Met with Kathy Wilbur to start the process of transferring materials
- Attended the 2017 MAHPERD conference /pre and post meetings
- Met with Maria to start planning
- Obtained new credit card for Maine AHPERD
- Emailed to see if Steve Gross was available to be 2018 Keynote
- Asked Joanne to send thank you to conference presenters
- Created press release for award winners
- Leadership planning conference call
- Continuous review of Wild Apricot (web based software for MAHPERD)
- Sent congratulation email to award winners 12/2/17
- Meetings with Maria to plan leadership
- Met with Maria to prep for March board meeting
- Lynn Hefel about presenting at 2018 MAHPERD conference
- Met with Kathy Sutton about Treasurer position
- Reviewed MAHPERD committees with Maria
- Met with Joanne about conference
- Interview with potential treasurer
- Letter of support for MDOE grant
- Dianne Kazilionis about presenting at 2018 conference
- Conversation with Chris Willer at St. Joe's about Jump & Hoop project
- Contacted NH AHPERD executive director about the TAKE ACTION button on web site
- Reviewed Secretary and Treasurer operating codes
- Interviewed potential MAHPERD treasurer
- Met with Gary U. about Jump/hoop for heart
- MAHPERD meals

Submitted to Maine AHPERD Board

March 8, 2018

Deb Smith, Executive Director