



Engage • Educate • Inspire

## Report of the Executive Director for June, July & August, 2019

- Membership e-blasts
- Rec award
- Worked on conference planning sessions and RFP follow up
- Invoiced BSB and MEA for conference sponsorship
- Sponsorship contact email with Three Rivers Whitewater/Sean MacCarthy
- Subway meeting about sponsorship
- Conference planning with Joanne
- Created speaker confirmation form, mailed to Irene Cucina
- Liz H. TOY awards
- Emailed Clare Egan about endnote at conference
- Met with Joanne about conference
- Membership newsletter for conference
- TOY application review
- Eblast to board with conference updates and 2019/20 board positions
- Working with Schenning Design on a conference booklet cover
- Conference newsletter
- Met with Andy about exhibits and OFP's
- Gotsneakers? Possible fundraising campaign
- Prepared all conference registrations for web site
- Emailed Kevin Hancock potential endnote for conference
- Finalized conference newsletter and opened conference registration
- Signed contract with US Games for TOY sponsorship
- Worked on Recreation and Dance award proposals
- September membership eblast
- Sent Samoset reservation link to Tim Taggert, Maria Corte for conference
- Sent Lindsay at Samoset list of rooms to book for the master bill (8/19)
- Kayla and Tim about interest in President Elect position on the board
- Submitted TOY award winner info to US Games
- Worked on board member lists for 2019/20
- New credit card
- Planned 2019 conference general session
- Conversation with Abby Rose from GO DOUGH fundraising
- Opened MAHPERD clothing store

Deb Smith, Executive Director  
Submitted to Maine AHPERD Board