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Report of the Executive Director for October, 2018

- Conference planning/sessions/speakers etc
- Samoset contracts/financial forms
- Updated Operating Code for Reps to include Student Rep
- Met with Maria to plan October board meeting and work on conference
- Updated Presider information
- Phone call with MA AV/ Samoset conference AV provider
- Call with Joanne to review conference sessions
- Met with Joanne about conference
- AHA information for board meeting
- CEU application filed at UMaine
- Crafted message to AHA about MAHPERD decision
- Reviewed and edited conference brochure
- Sent email to Mary at AHA with MAHPERD final message
- Met with Marge about MAHPERD Grants
- Prepared Grant recipient vouchers
- Sent grant winner list to Kathy Sutton
- Conference details with Samoset

Deb Smith, Executive Director
Submitted to Maine AHPERD Board
November 1, 2018