

MCDA Conference Planning Committee Meeting

Friday, October 8, 2021, 11:00 am

Virtual via Zoom

**Present**: Natasha OrtizFortier, Jennifer Longmire-Wright, Tessa McKenzie, Lisa Oliver, Viktoriya Selden

Natasha opened discussion for determining key information for the virtual conference.

**Date**: April 21, 2021 was proposed

* After the meeting, Viktoriya emailed the committee noting her mistake: April 21 falls on the Jewish Passover.
* April 28th was proposed as an alternative

**Time**: Natasha proposed 9 am - 3 pm for the conference and 5 pm -7 pm for networking.

**Location**: Virtual conference, in-person networking

* In-person networking will be in Columbia, somewhere with indoor and outdoor seating

**Length**: 1 day

**Theme**: Something related to “the new normal”, maybe with words “pivot” or “shift”

* Possible breakout sessions: managing the “new normal” at work, life/career balance, intersectional identity and work, DEI, self-care for practitioners

**Cost**: TBD

* Lisa explained that Maria should be handling the money, including processing and managing incoming payments.
* Options discussed:
	+ One cost for the entire (conference and networking)
	+ One cost for the virtual conference
	+ Separate cost for the networking event
* Different fees for:
	+ Member
	+ Non-member
	+ Student & retiree

**Virtual Platform**: Will follow up on Hopin – need to know more information about the platform and the budget.

* Maria will be asked about the budget
* Marilyn will be asked about the platform

**Presenters**: There would be a request for proposals soon. Presenters would not be charged or compensated anything.

* Keynote speaker should be paid.

Tessa mentioned collaborating with representatives from Meeting of the Minds for the conference.

**Key information to be determined**: What can MCDA afford and how much can the committee do to make it a great conference. Other alternatives are being explored (if needed).

Adjournment

Minutes taken by Viktoriya Selden