

**January 13, 2022 Board Meeting Minutes**

*Attendees: Serena Frazier, Courtney Hartle, Sara Gangle, Michelle Leffelman, Shannon Diedrich, Deb Ocloo, Hayley Hopps*

* Roughly 10k for conference total, including hospitality room which is given free of charge by hotel
* Estimate 80 people attending conference ($125/person); charge $350-400
* Feeding attendees breakfast and lunch as opposed to people going on their own
* Advertising: 3 Day conference, full food, awards banquet, etc.
* $94.00/room
* Total per person: $400.00
* Postcards (.20 per card) to get award information out to agencies
* Serena to reach out to Duluth PD Chief to see if they can send as many as possible since we are in their city hosting
* Sara to design postcard
* Thrivent speaker coming up for breakout session- his fee is wanting room for the night, as well as lunch and breakfast; ($125.00)
* Open field in registration for meal choice (will prompt meal for each person)
* Lose $8.00/ticket via website, so $392.00/person, will give them option to pay on website, via check or venmo as well
* Awards due by March 15th, 2022
* Serena to get ahold of chiefs and sheriffs to advise of conference, price and awards
* February Zoom Meeting
* AS it gets closer to the conference, we need to make sure speakers have meal selections date, and make sure registration is paid and meal selections are final before conference. At least a week before in advance
* Need to know for audio/visual requirements for each speaker
* Start reaching out for donations
* Michelle has cornhole boards being donated
* Donation forms in binder

*Meeting adjourned*