

April 27, 2026 Board Meeting Minutes

Attendees: President Debora Ocloo, 1st Vice President Nicole Swanson, 2nd Vice President Brianna Schommer, Communications Abby Mumme, Treasurer Amanda St. George, Secretary Christina Mignone.

Meeting called to order at 17:08 hours by President Debora Ocloo. Abby off meeting at 1818 hours will text or email if needed to update her on meeting info,

- The meeting began with review updates.
 - Motion for approval 1st by Nicole, 2nd by Brianna. Motion passed 1743 hours
- President:
 - Consider Raffle tickets QR Code put on tables
 - Boxes with slits to set up for raffle item with their tickets and they place them in raffle boxes with the members keeping the other side of the ticket
 - Lanyards badge and lanyards this year by Willmar standard black
 - Spreadsheet needs updating, program is correct
 - Welcoming Powerpoint completed
 - Conference survey completed
 - Conference board meeting agenda completed - board reviewed and approved
 - Venmo or Zeffy for all other sales: patches, coins, and old items
- Treasurer Report:
 - Account: \$5,500
 - Complete taxes by mid-May
 - Will get cash out for Annual Conference for raffle tickets
 - Approximately 100 attendees, believing cost around \$10,000
- 1st Vice Report:
 - Tasks for printing programs
 - Reviewing Conference Program
 - Raffle discussions-final decision and they come up with their phones to the table for Zeffy to purchase raffle tickets
 - Everyone is good with the program packet
 - Only missing two photos from awards banquet power point
- 2nd Vice Report:
 - Christina covered decorations from Grace Church - Eden Prairie
- Communication:
 - Conference registration is closed, award Banquet is closed
 - Reached out to a couple individuals for photography, specifically for awards banquet - would like to stay below \$400
 - Brianna will reach out to connection for potential photography option
 - Multiple items that will be printed at no cost, including POST sign up forms
 - Will print certificates for each attendee prior to conference
 - Will create a music playlist for background music

- Historian Report:
 - None
- Secretary Report:
 - Update the two selected conference apparel items are labeled exclusive on our conference site page
 - In communications with R & D and will pick up order this week
 - Will have my ipad for people to order from our webpage for apparel
 - Created apparel signage for the table
 - Can create one for Zeffy and raffle tickets
 - Decorations pick up tomorrow evening and will also bring small gold vases
- Conference Organization:
 - Board will ensure to meet at the conference center by 2pm on Sunday
 - Board clothing during conference:
 - Reviewed final conference center order
- Additional Conference Information:
 - Honor Guard will rehearsal Monday morning due to scheduling
 - Social hour Green Mill Restaurant near conference site, cash bar
 - Meal selection and walk thru of what we will offer, coffee in am, snacks and standing water instead of extra cost of bottled water-Debora checking it
 - Last day cookies and popcorn
 - Snacks for the day pretzels etc. each day we have snacks scheduled
 - Lunch is harmony hall
 - Tuesday with hospitality we don't need apps for people
 - Todd 5.11 will be there Tuesday as a vendor
 - Business Bureau lanyards and badges, goodie bags and access to different things in the Willmar area, we can take and hand it out
 - AV no cost
 - Doors Mon open 6am
 - 7 honor guard personelle
 - 7 vendors
 - speakers and travel all been booked with rooms
 - All contracts are signed/POC with speakers good to go
 - As people come to check in and people will be coming to eat continental breakfast the hotel is prepared and chefs are informed for all 3 mornings
 - Opening ceremony right at 8am and goes to honorguard, chaplain opening and prayer, Chief and Sheriff does welcome to event and each board members 810-815 in room to enter stage
 - Decorating Conference: Done by 4pm Monday then banquet starts at 5
 - Banquet 20 table, 20 conference tables
 - Brianna and Christina decorating during 11-12 is lunch and 12-4 is Mike CTK
 - Tuesday 7-10 hospitality and annual meeting in conference hall
 - Current and new board members to help get everything packed up and see if we can get the old and new board together and meet for 1 hour after conference

- Wardrobe Monday-Blazers professional attire 8-4 any color blazer, Banquet Class A, then go change for social hour
- Tuesday new green apparel and jeans
- Wednesday Free for all MAWP apparel
- Mosaic Event/Hospitality Nicole gave 30-35 people and they will plan for more than responded will be in harmony hall and conference area is in the unity hall same room for voting annual meeting, # doesn't include board members and we had gotten 20 responses so we asked for 30-35
- Check-in table is at outside of the main conference unity hall
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- To Do:
 - Sunday to do: 2 backdrops set up and raffle room set up and boxes premade, backdrops, and table decorations
 - Pre-registration make sure we are all ready and starts open at 5 and 5:30 pre-register
 - Only use the crossbody bags for conference give away and for all others that come we will use stuff from the past MAWP conferences
 - First morning 6:30am meet before hand
 - Abby's Assignments listed out for each board member
 - Abby to print massage sheet and in 15 min time slot/room
 - Debora to update new conf merch zeffy loaded
 - Christina send Debora prices for zeffy from conference merch
- Meeting adjourned hours

Meeting motioned 1st Brianna, 2nd Amanda 1912 hours