## Description: AG_logo.gif Communications Committee Meeting Minutes

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| |  |  | | --- | --- | | **Description: calendar** | **2015-01-08** | | **Description: clock** | 2:00 pm ET | | **Description: telephone** |  | | **Description: monitor** |  | | | | | **Contact**: Committee Chair ⦁ Kristin Nottingham ⦁ 217 774 2105 ⦁ [knottingham@agvance.net](mailto:knottingham@agvance.net?subject=Communications%20Committee)  Committee Vice Chair ⦁  **Description: users1 Attendees**   |  |  | | --- | --- | | **[X]** Kristin Nottingham\* (SSI - AR)  **[X]** Andriana Majarian\* (Agrian – Chair)  **[X]** Natasha Lilly\* (Effingham Equity)=  **[ ]** Dave Craft\*(SSI - AR)  **[X]** Melinda Giesler\* (Fertilizer Institute) | **[X]** Dawn Ellis\* (WinField – seed)=  **[ ]** Victoria Peoples\*(Bayer – CPC)  **[ ]** Susan Ruland \*(AgGateway)  **[X]** Brandon Olstad\* (Claas)=  **[ ]** Sarah Novak (AFIA)=  (\*Voting companies/\*\* alternates) | | | |
| **Description: note** |  | |
| Topic | | Topic Leader | | |  | *Notes* | |
| 1. Meeting Minutes | | Kristin Nottingham | | |  | | |
| 1. Antitrust Guidelines | | Kristin Nottingham | | | All agreed to abide by the Antitrust Guidelines | | |
| 1. Approval of Prior Meeting Minutes from 10/02/14 | | Kristin Nottingham | | | Brandon Approved; Melinda Seconded the Approval | | |
| 1. Review Action Items from last meeting | | Kristin Nottingham | | | Went through Action Items from December. All were completed. | | |
| 1. Newsletter Planning – January/February | |  | | | |  |  | | --- | --- | | **AgGateway Newsletter Articles** |  | |  |  | | Due Date: Tuesday, January 13 |  | | Title/Subject | Author | |  |  | | eConnectivity Matters | Wendy Smith | | New Member Articles | Natasha Lilly | | AGIIS, Feb. 15 Deadline | Josh Wall | | AgGateway In The News | Andriana Majarian | | Leadership Profile | Randy Beard | | Board of Directors Announcement | Susan Ruland | | AgGateway, Crystal Coding Standards | Susan Ruland | | | |
| 1. Newsletter Planning – March | |  | | | |  |  | | --- | --- | | **AgGateway Newsletter Articles** |  | |  |  | | Due Date: Friday, February 20 |  | | Title/Subject | Author | |  |  | | eConnectivity Matters | Wendy Smith | | New Member Articles | Natasha Lilly | | AGIIS | Chris Crutchfield / Josh Wall | | AgGateway In The News | Andriana Majarian | | Leadership Profile | Brandon | | Precision Council: Wave Charter | Brandon is looking into – will see about article after January | | Crop Nutrition – Paperless Tonnage Reporting Initiative | Melinda | | | |
| 1. Marketing Plan | | Susan Ruland | | | Susan was out this week. Andriana said this is still in process. | | |
| 1. Other discussion items | | Kristin  Nottingham | | | Went over councils/committees other members represent. Kristin – Conference Committee; Natasha – Seed and Ag Retail; Melinda – Crop Nutrition; Brandon – Precision Ag; Dawn – Crop Nutrition and Seed | | |
| 1. New Business   Committee Assignments | | Kristin Nottingham | | | Committee Positions –  Vice Chair position – Open  Newsletter Editor – Andriana Majarian/Asst. Editor - Open | | |
| 1. Upcoming Meetings | |  | | | **Next Meeting– Thursday, February 5 @ 2pm ET** | | |

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| **Active Action Items List as of 10/02/14** | | |
| **Accountable** | **Action** | **Status** |
| Andriana | Send Reminder for the Newsletter Articles due on January 13th. |  |
| Andriana | Forward New Member email to Natasha | *Complete* |
| Kristin | Add Crop Nutrition – Paperless Tonnage Reporting Initiative to LinkedIn – Happening in February – Talk to Melinda for details |  |
| Kristin | Reach out to Dave to see if he reached out to Membership Committee about New Member packet, if they need assistance, condensing the new member communications. | *Sent email to Dave.* |
| Kristin | Reach out to Jody Costa about participating in the Communications Committee. | *Brandon sent Jody’s contact information and I sent Jody an email.* |

Note Taker Schedule:

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| **Meeting Date** | **Note Taker** |
| ~~08-Jan~~ | ~~Kristin~~ |
| 05-Feb | Andriana |
| 05-Mar | Natasha |
| 02-Apr | Brandon |
| 07-May | Melinda |
| 04-Jun | Dave |
| 02-Jul | Dawn |
| 06-Aug | Victoria |
| 03-Sep | Susan |
| 01-Oct | Sarah |
| 05-Nov | Kristin |
| 03-Dec | Kristin |