##  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.netCommittee Vice Chair ⦁ **Description: users1 Attendees**

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| **[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) |

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| **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
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| **AgGateway Newsletter Articles** |  |
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| Due Date: Tuesday, January 13 |  |
| Title/Subject | Author |
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| 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 |

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| 1. Newsletter Planning – March
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| **AgGateway Newsletter Articles** |  |
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| Due Date: Friday, February 20 |  |
| Title/Subject | Author |
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| 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 |

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| 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 |