## Description: AG_logo.gif Communications Committee Meeting Agenda

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| |  |  | | --- | --- | | **Description: calendar** | **2015-05-07** | | **Description: clock** | 2:00 pm ET | | **Description: telephone** | Call Number: 1-619-326-2730  Meeting Code: 806603 | | **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**   |  |  | | --- | --- | | **[ ]** Kristin Nottingham\* (SSI - Chair)  **[ ]** Andriana Majarian\* (Agrian)  **[ ]** Natasha Lilly\* (Effingham Equity)=  **[ ]** Dave Craft\*(SSI - AR)  **[ ]** Melinda Sposari\* (Fertilizer Institute) | **[ ]** Victoria Peoples\* (Bayer – CPC)  **[ ]** Susan Ruland\* (AgGateway)  **[ ]** Brandon Olstad\* (Claas)=  **[ ]** Jody Costa (Barcoding, Inc.)  (\*Voting companies/\*\* alternates) | | | |
| **Description: note** |  | |
| Topic | | Topic Leader | | |  | *Notes* | |
| 1. Meeting Minutes | | Kristin Nottingham | | |  | | |
| 1. Antitrust Guidelines | | Kristin Nottingham | | |  | | |
| 1. Approval of Prior Meeting Minutes from 04/09/15 | | Kristin Nottingham | | |  | | |
| 1. Review Action Items from last meeting | | Kristin Nottingham | | |  | | |
| 1. Newsletter Planning – June | |  | | | |  |  | | --- | --- | | **AgGateway Newsletter Articles** |  | |  |  | | Due Date: Friday, May 22 |  | | Title/Subject | Author | |  |  | | AgGateway Global Possibility TBD | Rod Conner | | eConnectivity Matters TBD | Wendy Smith | | New Member Articles | Natasha Lilly | | AGIIS | Chris Crutchfield / Josh Wall | | AgGateway In The News | Andriana Majarian | | Leadership Profile | Brandon Olstad | | Mid-Year Meeting | Mid-Year Committee | | GTAC Article | Kristin Nottingham | | AIDC Working Group | Jody Costa | | Business Processes | Jim Wilson | | | |
| 1. Newsletter Planning – July | |  | | | |  |  | | --- | --- | | **AgGateway Newsletter Articles** |  | |  |  | | Due Date: Friday, June 19 |  | | 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 Olstad | | Mid-Year Meeting | Mid-Year Committee | | GTAC Article | Kristin Nottingham | | AIDC Working Group | Jody Costa | | | |
| 1. Marketing Plan | | Susan Ruland | | |  | | |
| 1. AgGateway’s 10 Year Anniversary | | Susan Ruland | | |  | | |
| 1. Social Media – Social Calendar | | Jody Costa | | |  | | |
| 1. Other Discussion Items | | Kristin  Nottingham | | |  | | |
| 1. New Business   Committee Assignments | | Kristin Nottingham | | | Committee Positions –  Vice Chair position – Open | | |
| 1. Upcoming Meetings | |  | | | **Next Meeting – Thursday, June 4 @ 2pm ET** | | |

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| **Active Action Items List as of 04/09/15** | | |
| **Accountable** | **Action** | **Status** |
| Kristin | Remind Jody to send examples of infographs to Susan | *Reached out to on 05/07/2015* |
| Susan | Looking into Member Services – why aren’t people receiving newsletters? Do we need to make this an option on each person’s profile to receive the newsletter? |  |
| Andriana | Send Susan the blurb for the April Newsletter about if others wish to receive the newsletter, contact Member Services. | *Complete* |
| Kristin | Schedule time to visit with others about Hootsuite and begin adding content for LinkedIn and Twitter. | *We had a call 04/20/2015 to discuss the Social Media Calendar and taking the first steps to begin Hootsuite. Another call on 05/06/2015 to discuss more about Hootsuite – Jody explained what she had done so far and what our next steps should be.* |
| All | If anyone is interested in helping with the Hootsuite and getting content to Social Media, let Kristin know | *Jody, Andriana, Susan, Natasha, and Kristin are all working on Hootsuite and taking turns uploading content.* |

Note Taker Schedule:

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| **Meeting Date** | **Note Taker** |
| ~~08-Jan~~ | ~~Kristin~~ |
| ~~05-Feb~~ | ~~Andriana~~ |
| ~~12-Mar~~ | ~~Kristin~~ |
| ~~09-Apr~~ | ~~Brandon~~ |
| 07-May | Melinda |
| 04-Jun | Dave |
| 02-Jul | Kristin |
| 06-Aug | Victoria |
| 03-Sep | Susan |
| 01-Oct | Sarah |
| 05-Nov | Natasha |
| 03-Dec | Kristin |