##  Description: AG_logo.gif Communications Committee Meeting Agenda

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| **Description: calendar** | **2015-06-10** |
| **Description: clock** | 1:30 pm CT  |
| **Description: telephone** | Call Number: 1-619-326-2730Meeting Code: 806603 |
| **Description: monitor** |  |

 | **Contact**: Committee Chair ⦁ Kristin Nottingham ⦁ 217 774 2105 ⦁ knottingham@agvance.netCommittee Vice Chair ⦁ **Description: users1 Attendees**

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| --- | --- |
| **[ ]** 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 05/07/15
 | Kristin Nottingham |  |
| 1. Review Action Items from last meeting
 | Kristin Nottingham |  |
| 1. Newsletter Planning – July

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| **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 |
| Ron Storms Award Information | Andriana Majarian |
| Communications Kit  | Susan Ruland |

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| 1. Newsletter Planning – August
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| **AgGateway Newsletter Articles** |  |
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| Due Date: Friday, July 17 |  |
| 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 |
| GTAC Article | Kristin Nottingham |
| AIDC Working Group | Jody Costa |

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| 1. Marketing Plan
 | Susan Ruland |  |
| 1. AgGateway’s 10 Year Anniversary

  | Susan Ruland |  |
| 1. Social Media – Social Calendar
 | Jody Costa  |  |
| 1. Ron Storms Award Timeline
 | AndrianaMajarian |  |
| 1. Role Descriptions
 | Kristin Nottingham |  |
| 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, July 2 @ 2pm ET** |

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| **Active Action Items List as of 05/07/15** |
| **Accountable** | **Action**  | **Status**  |
| 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? | *Susan: working to remedy bugs due to assoc. mngt company – If anyone has trouble receiving the June newsletter, may want to ping Meri with Member Services* |
| Susan | Inquire with Rod & Wendy regarding articles to include in June Newsletter |  |
| Andriana | AGW in the News Article – thank Syngenta for including SPADE in their publication – June newsletter |  |
| Kristin | Send request for June newsletter articles due May 19  | *Complete* |
| MYM Committee | Draft MYM recap article to include: 1. Thank sponsors, 2. Winfield Tour, 3. # of attendees (value of networking face-to-face with peers in industry) – July newsletter |  |
| Andriana | Propose timeline for Ron Storms award & communication to Susan – July newsletter | *Complete* |
| All members on Social Media | ‘Like’ AGW’s posts – *ongoing* |  |
| Jody | Develop talking points on social media efforts for communication committee members to share during other council meetings – *deadline May 14* | *Complete.*  |
| All Members | Share social media talking points during other council meetings at MYM |  |
| Susan | Inquire about including #AgGateway15 on signage, nametags, and on the conference app |  |
| Kristin | Send new meeting invite showing next committee meeting will take place at MYM in Iowa | *Complete* |

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 | Kristin |
| 02-Jul | Dave |
| 06-Aug | Victoria |
| 03-Sep | Susan |
| 01-Oct | Sarah |
| 05-Nov | Natasha |
| 03-Dec | Kristin |