##  Description: AG_logo.gif Communications Committee Minutes

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| **Description: calendar** | **2014-12-11** |
| **Description: clock** | 2:00 pm ET  |
| **Description: telephone** | **877-301-8554** |
| **Description: monitor** |  |

 | **Contact**: Committee Chair ⦁ Andriana Majarian ⦁ 559 492 5510 ⦁ andriana@agrian.comCommittee Vice Chair ⦁ Kristin Nottingham**Description: users1 Attendees**

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| **[X ]** Andriana Majarian\* (Agrian – Chair)**[ ]** Nancy Appelquist \*(Entira)=**[ ]** Dawn Ellis\* (WinField – seed)=**[ ]** Natasha Lilly\* (Effingham Equity)=**[X]** Brandon Olstad\* (Claas)= | **[ ]** Victoria Peoples\*(Bayer – CPC)**[ X]** Susan Ruland \*(AgGateway)**[ ]** Dave Craft\*(SSI - AR)**[ ]** Sarah Novak (AFIA)=**[ X]** Kristin Nottingham\* (SSI - AR)**[ ]** Melinda Giesler\* (Fertilizer Institute)(\*Voting companies/\*\* alternates) |

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| **Description: note** |  |
| Topic | Topic Leader |  | *Notes* |
| 1. Meeting Minutes
 | Andriana Majarian |  |
| 1. Antitrust Guidelines
 | Andriana Majarian |  |
| 1. Approval of Prior Meeting Minutes from 11/12/14
 | Andriana Majarian | Kristin approved and Brandon seconded the approval of the minutes. |
| 1. Review Action Items from last meeting
 | Andriana Majarian |  |
| 1. Newsletter Planning – January/February
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| **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 |

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| 1. Other discussion items
 | Andriana Majarian | Management Meeting -  |
| 1. New Business

Committee Assignments  | Andriana Majarian | Committee Positions – Chair – Kristin NottinghamVice Chair position – Open Newsletter Editor – Andriana Majarian/Asst. Editor - OpenNew Member Articles – Natasha LillyLeadership Profiles – Brandon Olstad |
| 1. New Ideas for the Committee
 | Dave Craft |  |
| 1. Upcoming Meetings
 |  | **Next Meeting – Thursday, January 8** |

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| **Active Action Items List as of 12/04/14** |
| **Accountable** | **Action**  | **Status**  |
|  | Andriana to send an email to Member Services to request the list of board members. (wait for press release to be sent.) |  |
|  | Andriana to reach out to Nancy regarding Communications Committee Chair attending the management meeting. |  |
|  | Dave Craft to reach out to the membership committee regarding the new member packet, if they need assistance, condensing the new member communications. |  |