

2024 NEOA Conference Planning Agenda

October 20, 2023 9:00 am

Zoom: <https://vsc.zoom.us/j/4046860328>

*See the entire invitation at the end of the agenda

1. Committee Make-Up - Required positions and open positions = 10 Committee Members
 - a. NEOA Board automatic participants:
 - i. Casey Henderson, NEOA tech chair
 - ii. Becky Carasquillo & Adam Keese, NEOA Achiever
 - iii. Randy Schroeder, Alumni
 - iv. Yara Zaccarato, Pres-Elect, plans Past President Dinner
 - v. Linda Schiller, Auction
 - b. Open positions
 - i. Registration/Logo
 - ii. Workshops and moderators - Includes Pre-Conference and Plenary
 - iii. Concierge/Hospitality/Special Guests
 - iv. Vendors
 - v. ??? Ideas or a needed position that I missed?
2. Introductions: Name, program, previous experience, where you would like to participate (it is ok not to know where and figure it out as we go along)
3. Conference Theme: Guiding topics
 - a. Empowering Learners: Brain Driven Education, Substance Use Prevention, Mental Wellness Promotion
 - i. This could include under Mental Wellness Promotion: Preparing students to maneuver through global and national issues affecting our students of all ages.
4. Budget overview
 - a. Everything needs to pass through NEOA
 - i. \$4500 for speakers fees
 - ii. Any questions about specific areas for the budget?
5. Hotel Walk through: We will do another one in January!
 - a. Televisions throughout the hotel: how we can use them
 - i. Registration: daily schedule
 - ii. Vendors: pay a small fee to advertise outside a specific room
 - iii. Our NEOA logo on them

- iv. Space questions
 - b. Super nice space
 - i. 1 Restaurant and 1 bar area, both out in the open
 - ii. Indoor pool, fitness area
- 6. I will ask if NEOA wants to hold a meeting at the hotel before the conference to see the space.
- 7. How do we share information?
- 8. Next Meeting
- 9. Thoughts/Questions/Ideas
- 10. Agenda Building

Julie Finnegan is inviting you to a scheduled Zoom meeting.

Topic: Julie Finnegan's Zoom Meeting

Time: Oct 20, 2023, 09:00 AM Eastern Time (US and Canada)

Join Zoom Meeting

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Meeting ID: 404 686 0328

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