

<b>Committee Name:</b>	Recognition & Awards	<b>Session #:</b>	<b>Report #:</b>
<b>Committee Chair:</b>	Ray Novitske	<b>Vice Chair:</b>	Sally Dillon
<b>Minutes recorded by:</b>	Ray Novitske	<b>Date/time of meeting:</b>	August. 28, 2016 8:00 p.m. EDT

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## Motions Passed:

<b>Number of committee members present: 8</b>	<b>Absent: 5</b>	<b>Number of other delegates present: 0</b>
<b>Committee members present:</b> Ray Novitske (Chair), Sally Dillon (Vice Chair), Rich Burns, MJ Caswell, Colleen Driscoll, Cheryl Gettelfinger, Nancy Ridout, Laura Val, Chris Stevenson – VP Local Operations		

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## Minutes

The meeting was called to order at 8:00 p.m.

1. Roll call was taken and a quorum established.
2. Dorothy Donnelly Service Award – Ray
  - a. There were 18 nominations this year, down from recent years. 15 recipients were selected for 2016.
  - b. Rich, Cheryl, and Laura volunteered to write press releases for the recipients this year. The National Office produced a template that we will use again. Press releases should consist of just a few paragraphs.
  - c. The press releases will be sent to the nominating LMSCs along with some instruction on publicizing the recipients to news media. They will also be uploaded to the award pages on the USMS web site immediately after they are announced at the convention.
3. June Krauser Communication Award – Nancy
  - a. There were three nominations this year. There was a bit of difficulty in forming a selection committee since most of the original selection committee was from the same LMSC as many of the nominees and was replaced to avoid conflict of interest.
  - b. The vote was close but in the end the committee arrived at a consensus. Nancy will check to see if the recipient will be at the convention.
  - c. The award has been ordered and the receipt will be sent to Ray to submit for payment.
4. Club of the Year Awards – Ray
  - a. The recipient was in the Local Club category. There were three nominations, and no nominations from regional clubs.
  - b. Heather Howland ran the award selection this year and the selection committee vote was unanimous.
5. Web site individual award pages - Ray
  - a. Assignments for writing individual web award pages were not sent out since the last committee call. DDSA assignments will be sent out this week to all committee members to begin writing content for these pages on the USMS web site. Instructions will also be sent along with the recipient nomination letter. They should be completed before the convention.
  - b. History and Archives Committee reviewed the completed bios for the Ransom J. Arthur award pages. We are in the process of tracking down photos for some of the recipients, and Sally will send some to Ray for editing before we pass them along to the National Office web team to include on the web pages.
7. Increasing local volunteer recognition - Sally
  - a. Sally has worked with Kyle Deery at the National Office to select five different products. They range in price and are intended to be attractive, especially to smaller LMSCs. Each items has wording indicating volunteer service.
  - b. LMSCs can order as many as they want from the online store, which is being set up and will be up and running by the convention. Personalization will not be provided.
  - c. After discussion, the committee decided on the plastic tumbler instead of the metal one as one of the products.
  - d. Ray suggested we all become familiar with the products and program to help promote them and talk them up at the convention.
8. New business
  - a. Ted Haartz has had back surgery and recovering steadily, but will not be at the convention.
  - b. Tom Boak is thrilled with being selected to IMSHOF.
  - c. Sally announced she will step down as vice chair next year and encouraged those interested in this position to contact Ray.

The meeting was adjourned at 8:35 p.m. EDT

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