



**MGANM Board Meeting
January 21, 2016**

- 1. Welcome**
- 2. President's Report**
 - a. MMGA update
 - b. Draft Bylaws
 - c. Draft President Job Description
 - d. Goals 2016 revisited
 - e. Membership Chair nominee
- 3. Secretary's Report**
 - a. Approve Minutes from Jan 7 meeting
 - b. Draft Secretary Job Description
 - c. Communications to members?
 - d. Board Roster
- 4. Treasurers Report**
 - a. Draft Treasurer Job Description
 - b. Membership update
 - c. Bank balances
 - d. 2016 Budget categories
 - i. Recurring expenses? (Real Dirt, web, etc)
- 5. The Real Dirt Editor**
 - a. Draft Editor Job Description
 - b. Draft PR/Promotion checklist and press lease guidelines/template
- 6. Communication Chair**
 - a. Draft Communications Chair Job Description
 - b. PR/Promotion position nominees
 - c. Facebook
 - d. Website
- 7. Program Committee Report**
 - a. Draft Program Chair Job Description
 - b. Program Chair nominee?
 - c. Schedule of programs/events for 2016
 - d. Draft Advisor positions job descriptions?
- 8. Coordinator's Report**
- 9. New Business**