**D-19 Meeting Minutes**

In attendance: Tristan Pierce, Lauren Lieberman, M. Ally Keene, Katie Ericson (Secretary), Erin Weaver

Meeting started at 11:32am CDT

**Board Transition(s)**

Erin (incoming Chair) will meet with Adam (Past Chair) on Thursday to pass off duties

In particular, who to contact re: awards and scholarships

Monthly meeting at Tuesday at 12:30 EST

**Misc. New Business**

Social media?

Discussion of PE contacts at APH

Procedures and policies handbook?

(Ask Justin & Matt since they started it; or Michele at AER)

**Membership**

Add contacts from the sign-up sheets at the AER Conference

Erin will request the D-19 membership list from Michele Basham

Develop a letter (re: why it’s important to join) for potential members and send out

**Conferences**

AHPERD NY, Nov. 20-23, 2024 (Erin will be in attendance)

SHAPE, April 1-5, 2025 (Lauren will be there)

PennDel AER Conference, Harrisburg, April 30-May 2, 2025

Last year, O&M event on last day; APE event on last day this year?

AER Louisville 2026

AER seeking conference planning committee members--potentially Erin?

Lauren looking at potential events Louisville (Tristan suggested Mega Cavern)

Next meeting – review how things went, changes needed, etc.

**Division Newsletter**

Promote international conference (ISAPA)

Articles – Katie will reach out to Ali Brian, Justin Haegele, others

Camp Abilities Iceland, Bangladesh

Include officer bios

SI story re: Tyler Merrin

Tennis tactile graphics at APH

Send to everyone on board for proofing before publication

**Division Webinars**

Katie will reach out to Kevin McCormack re: process for scheduling

Pam & Erin’s presentations

**Next Meeting**

Erin will send out a Doodle poll

Meeting concluded at 12:15pm CDT