



**VEMA Executive Committee Conference Call  
Friday October 16, 2015  
9:30 am – 10:30 am**

**Attendees: Jennifer Maul, Michelle Oblinsky, Walter English, Sara Ruch and Bo Keeney**

**Agenda:**

- **Welcome**
- **November 9 / VEMS 16 hotel meeting**
  - Still meeting to do a walkthrough and lay out the VEMS 2016 logistics.
  - Group will have lunch, meet with hotel staff and conduct a site tour
- **November 10 Fall Forum**
  - Jennifer was supposed to present however with scheduling conflicts she's no longer able to attend. Michelle Oblinsky will attend and serve as the VEMA representative.
  - VEMA Membership Survey has been pushed at the Fall Forum. YTD we've received 30 responses.
- **Nominating Committee – Description of the Process.**
  - Currently there's no written process regarding the nominations and elections process. It was suggested that VEMA write a more in depth process so that the general membership is made aware of the process.
- **Code of Conduct addition to the Bylaws (draft attached)**
  - Draft sent to executive committee for their review. Add Code of Ethics to VEMA Nov. 2015 Full Board Meeting.
  - Executive Committee feels that the original draft is well written
- **AMS Update**
  - AMS system contract is almost ready for signature. The VEMA staff is going over the particulars with MemberClicks to build a comprehensive contract with the appropriate services. Feb. 1 soft launch target date for the board of directors and a VEMS 2016 total launch date.
- **Possible VEMA partnership with Columbia Southern**
  - Looking for a symbiotic relationship with VEMA. No details as of yet. Arrangement would involve vendor/sponsor opportunities in return for assisting Columbia Southern with an exchange of information.

**Meeting adjourned at 10:25 am**