



Convention & Programs Committee Meeting

July 14, 2020

Zoom Conference Call

1:00 p.m. – 2:00 p.m.

Minutes

Chairman: Eric Riggle (not present), Jay Hardy (present)

*Attendees: Jim Warren, Pierre Dionne, Joanie Spencer, Trent Wanamaker, Andre LeBlanc,
Michael Cornelis, Kerwin Brown, Emily Bowers*

I. Call to Order & Welcome

Jay Hardy called the meeting to order at 1:06pm and welcomed the attendees.

II. Approval of Minutes

Mr. Hardy called for approval of the March 2020 meeting minutes. The motion was brought by Trent Wanamaker, seconded by Michael Cornelis, and passed with unanimous approval. Next, Mr. Hardy called for approval of the June 2020 meeting minutes. The motion was brought by Jim Warren, seconded by Michael Cornelis, and passed with unanimous approval.

III. Review of Convention Materials

Following the approval of minutes, the processes and tools used to invite speakers and baker guests to Convention were reviewed. Additionally, the existing prospect list of baker attendees was reviewed. The following points were noted:

- The invitation letter/email needs enhanced Banff information and photos.
- The same communication will be used for all initial invitations; subsequent communications will follow from BEMA staff with the specifics regarding travel expenses (when appropriate).
- The prospect spreadsheet should be divided into panel topics with a general area for additional baker guests.
- The committee would like a list of those bakers to whom Chairman Hoskins wishes to extend a personal invitation.
- A virtual option for Convention attendance will be offered, for both members and non-members, with alternate registration for which the cost may need adjusted.
- Panel discussions, general membership and committee meetings will be offered to those joining Convention remotely.
- BEMA needs to verify the technical capabilities/limitations of the hotel conference center.

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Vision: BEMA creates an overwhelming competitive advantage for our members.

IV. Content Development

Next, Kerwin Brown discussed other avenues of content development being explored by BEMA for virtual/webinar delivery. The following points were noted:

- Virtual platforms – provide the membership an overview of various virtual platforms that could be utilized for virtual FATs, installations and/or maintenance issues
- Expert training on delivery of remote human resources services
- Techniques for remote problem solving
- BEMA plans to provide virtual content via webinar on a bi-monthly basis for the next two quarters

V. New/Old Business

With no specified topics of new business or old business, the general Convention discussion continued with two points of interest:

- What other cultures/nationalities might have an affinity for Banff?
- How will Mark Hotze be honored during the Banff meeting?

VI. Adjournment

There being no further business, Mr. Hardy adjourned the meeting at 1:58pm.

Next Meetings:

Tuesday, August 18th @ 1:00pm
Tuesday, September 8th @ 1:00pm
Tuesday, October 13th @ 1:00pm
Tuesday, November 10th @ 1:00pm
Tuesday, December 8th @ 1:00pm

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