



Report of Executive Director for February, 2023

- Electronic updates to membership
- Follow up unpaid memberships
- Commercial membership
- Weekly eblasts
- Conference planning zoom
- Conference registration
- Follow up 2023 membership
- Commercial memberships
- Updating conference web site with exhibitors
- Shared conference info with MA, VT,, NH
- Outreach to communities who haven't renewed membership
- Maine obesity meeting prep
- NRPA DEI Zoom
- Contacting potential exhibitors for conference
- Follow up Maine obesity zoom with Dawn and Ryan
- Nicole and Karyn budget prep for conference
- Nina (bookkeeper) to reconcile quick books
- St. Joe's student with Dana D.
- Zoom with Ryan French about Maine obesity council
- CSED monthly zoom
- Updated and distributed DEI board position document
- Coordinated AV for conference with Samoset
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Deb Smith, Executive Director