

Meeting Minutes- Oct. 27, 2008

Members Present: Amelia Bell, Julie Frey, Claibourne Smith, Jeff Stevens, Susan Stewart

- Further discussed subcategories (after being tabled in the previous meeting). Decided to not have subcategories this year, but revisit the possibility next year. It is thought that silver awards may help address some of the issues that subcategories would address. Joe Hice agreed (after the meeting) that the simpler the contest remains, the better. He prefers less (to more) categories and no subcategories.
- Decided to eliminate the Creative Resource and Honorable Mention awards this year, but add silver awards instead. The idea is that there would be more silver awards than the creative and honorable mention awards in the past, thus allowing more quality entries to be recognized. All entries that receive points above a certain criteria (at the discretion of the judges) will receive silver awards, while the top award will earn a Golden Gator award. Silver awardees will receive certificates.
- Further discussed certificates and decided that member names will not be included this year, but that the team (dept., college, etc.) will be listed. Each member of the team will receive a certificate, as in the past. Additional blank certificates will be provided for team that may wish to print individual certificates.
- Susan supplied the numbers, based on last year's entries, of the approximate \$ that would be needed to give acrylic awards (no certificates) to each team member for all awards. The cost would be \$6556. Needless to say, that's out of the question. However, based on one award given per team to the first place winner (as done the past two years), a fee of \$10 would provide for acrylic awards, certificates, etc. Any possible leftover funds would be used for the annual retreat.
- Additional awards may be purchased by the teams (at their own cost), if desired.
- Entry fee: Susan is continuing to work to find out how to collect the fees. No definite answer from Accounting on this yet.
- Discussed Print to Web category and decided to not have this as a separate category.
- Discussed the News Release category and decided to reduce the number of samples required from 5 to 3 since we are asking for specific information about each release in this year's abstract.
- Discussed the Newsletter category and decided to separate print newsletters from e-newsletters so that there would be a more fair comparison within a category – difficult to compare print and electronic newsletters.
- Discussed the Electronic Media category and decided to change the title to Broadcast Media.

To Do:

Continue making the Web updates, including updates to the entry form (Tracy/Amelia), updates to the entry instructions (Julie), and updates to all other pages (Susan).

All Web changes to be sent to Jeff on Monday, Nov. 3 for him to make the changes.

Once all changes are reviewed and we receive the fee collecting information, the call for entries will be made – expected to be mid-to-late week (Nov. 5-7).