## CALL TO ORDER
Chair (Jim) called the meeting to order at 3:02 pm, followed by roll call.

### Attendees:
- **Present:** Nicolette Aduama, Jim Dehner, Amy Finamore, Paula Hogard, Brianna Parsons, Marc Wilson.
- **Absent:** Leah Ben-Ami, Bill Boozang, Tammy Dow, Rae Ann Durocher, Toni Pinckney, Monique Roy, Tricia Tyler.

### Minutes of Last Meeting
Approved for 9/20/2018 conference call meeting. Our meeting minutes are now posted on the ACHE website.

## DISCUSSION

### Treasurer’s Report
- We have $8,173 in our account.
- The $800 for the ELI Scholarship and the $4,000 for the National Conference Coffee Break sponsorship have posted.
- Did not receive any applications for National Conference scholarship.

### Feedback from Annual Conference
- Our goals are to increase membership, develop services, and articulate the market value of our services.
- We will reach out to the Northeast and Northeast Metro regions to discuss a merger.
- There was a strategic planning meeting on Sunday, October 8.
- There was a regional business meeting that had excellent attendance. Several participants were eager to become more involved with ACHE – see separate notes/minutes from the conference.
- Timing of the conference was discussed. October is a busy month for conferences, and the ACHE conference was adjacent to the AAACE conference.
- There was discussion of a regional conference in the Spring of 2019, with NJ listed as a possible location.

### Diversity Sub-Group
- Toni was not able to make the monthly phone call, but sent notes.
- Toni had several ideas on next steps for diversity:
  - Workshop/webinar on importance of diversity and inclusion to higher education hiring and strategic plan process. Toni suggested a possible webinar speaker.
  - Co-write an opinion article or essay on above topic
  - Create a blog to address various diversity issues

### Webinar Sub-Group
- There were many interesting concurrent sessions at the annual conference.
- Discussed doing an encore of some sessions as a webinar.

### Action Items
- **Marc:** Would you be able to follow up with Michael Edmondson of New Jersey City University?
- **Jim/Paula/Bill:** Would one of you be able to reach out to the leadership of the Northeast and Northeast Metro regions to discuss a merger?
- **Amy:** will email a list of proposed sessions with descriptions, and the group can vote.
- **Everyone:** is welcome to suggest other sessions of interest.
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<th>Committee Roles</th>
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<td>- We will hold off on elections until after we have either discussed merging, or have merged with Northeast and Northeast Metro.</td>
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<th>Other Business</th>
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<tr>
<th>CONCLUDING ITEMS</th>
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<tr>
<td>Adjournment</td>
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<td>The conference call adjourned at 3:43 pm.</td>
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<td>Next Meeting</td>
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<td>November 15, 2018, 3-4 pm</td>
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