

## Meeting Notes

IWUG Steering Committee. July 14th, 2006

**Attendees:** Bob Roudebush (via phone), Ben Smith, Sumeeth Evans, Robert Bouge, Chad Harmon, Richard Edwards

**Absent:** Jay Schultz, Dan Schultz, Andrew Taylor, Jimmy May, Pete Zarras, Lynn Lunik, Kevin Naylor, Phil Smith, Jason Stanke, Brian Cate, Bryan Letcher

### Discussion Items

- **Steering Committee General Discussions**
  - Meetings are held at the Microsoft Conference room and via conference call if you cannot attend in person.
  - Rob needs to get with Bob on EMAILS
  - Rob needs to get with Ben for bank details
  - Link for the SPIN site on sigs
  - New/Alternate Meeting locations Rob regarding JA Center
  - New/Alternate Meeting locations Sumeeth with Jimmy about Conseco
  - Board Meeting will be held once a month. First Thursdays of every month starting from 3<sup>rd</sup> August.
  
- **Financial Report**
  - Financial statement was presented by Ben. The total balance is \$1416.36
  - Duke was paid \$100 for one event.
  
- **August Vista Loadfest on August 24th**
  - Email members to find their response.
  - Presentation will be on Beta 2 5384.4
  - Ask Jimmy to do a survey to poll the users for the Loadfest
  
- **September Annual Meeting**
  - Giveaways, money, streets & trips,
  - Sub Committee Meeting by phone on 19<sup>th</sup> at 8AM
  - If anyone has ideas about giveaways, please suggest.

- **July 20<sup>th</sup> Meeting**
  - Topic:
    - NAP
  - Presenter Jamie Peebles – Confirmed
    - Bob to provide bio to Phil and Chad (Done)
  - Venues:
    - Parkwood Conference Center- (Ben Confirmed)
  - Food & Drinks – Pizzas #30 (Ben will order. Bob/Sumeeth will pay for it)
  - Event notifications (Jimmy)
    - Reminder needs to be sent 4-2-1 (Jimmy)
    - Remind Jimmy for evaluations (Sumeeth & also RSVP) numbers.
  - IWUG website (Phil)
    - Bob will provide Phil web content (Done)
  - Event evaluations
    - Sumeeth will be create form and summarize results
    - Qualitative and quantitative results will be provided to presenter
  - Giveaways
    - Ben has some giveaways
    - Sumeeth will pick them on Thursday at 5 from MS front desk.
  - Proposed agenda
    - 6:00 – 6:30 Pizza
    - 6:30 – 6:45 IWUG Update: Bob Roudebush
    - 6:45 – 8:00 NAP
    - 8:00 – 8:15 Q&A
    - 8:15 – 8:30 Door Prizes
  - Ice: (Bob )
  - Coolers: (Jay and Bob)
- **The next Steering Committee meeting will be held August 10th.**