

A.C.P.S. Hall of Fame

November 11, 2019

1. Approve Minutes from September Meeting
2. Review of October 2019 induction ceremony
 - Thank you notes and acknowledgements
 - Lessons learned
 - Ideas for improvement
3. **ACTION ITEM:** Choose a new Chair and Vice Chair
4. Review status of current committee members
 - Recruiting additional members?
 - From whom do we need more representation?
5. Review and assign roles to committee members
 - Liaison to individual nominee(s)
 - Plaque information collection and editing
 - Solicitation of additional nominations
 - Ceremony logistics/details
6. Update nomination form
 - Include requirement for picture
 - Add mailing address
 - Note any available sources for statistics/accomplishments
7. Establish protocol for addressing concerns or verifying information about nominees
8. Refine Time Lines
 - Dates to submit nominations
 - Dates to have information finalized for plaques
 - Dates for nominees to send in best guess for number/names of guests

