

I. **Roll call:** Angela Rowell (Vice Chair), Matt Browning, Denise Attaway, ChaNae Bradley, Michelle Olgers, Zeke Barlow, Dawn (?), Latasha Ford, Frankie Gould, Lori Greiner, Faith Peppers

II. **Approval of last meeting's minutes:**

- Did not have last meeting's minutes ready for this meeting.

III. **Old Business (Plan of Work):**

- **Marketing & Communications Curriculum**  
The social media outline is missing. Lori will check and get it added back into the folder. Next step is to share the outlines with the PSD committee for feedback, which Angela will handle once the social media outline has been replaced.
- **Model communication award program proposal and implementation plan**
  - No one has moved forward with this item yet.
- **Develop best practices for communicating Extension's relevance and credibility**
  - Ruth was not on the call for an update. Michelle has sent Ruth what she has worked on.
- **Section 508 Accessibility Survey:**
  - Michelle has recently begun working on this. She has reached out to the IT committee, and they are willing to work with us on this. Lori added that she conducted a survey of communications leaders about publications, and a question about accessibility was part of that survey. She will share the results with Michelle. Frankie added that Ana Iverson at LSU is conducting a webinar May 29 at 10 a.m. CST through ACE on ADA compliance.
- **Crisis Communications Response Template:**
  - Faith sent the templates to Elizabeth after last summer's meeting. Elizabeth was not on the call for further updates.
    - Templates are not in Google Drive

IV. **New Business**

- **Election of New Secretary and PLC Rep.:** Joy Cook is no longer with NCA&T, which means we do not currently have a secretary, who will move into the vice chair role at the end of the summer meeting. Angela will contact Dan Nonte at NCA&T about a possible replacement. Michelle also suggested contacting Tucker Wilson at Prairie View. We also need to elect a new 1890 PLC rep. ChaNae explained the requirements of the role, which includes a series of conference calls and an in-person mid-year meeting in Atlanta. It is a three-year commitment. Michelle Olgers will inquire with her administrator to see if she could take on the role and will follow up.
  - **UPDATE:** Michelle is willing and able to serve as 1890 PLC rep. We will vote on this at our August meeting.
  - **SECRETARY UPDATE:** Daniel Nonte at NC A&T said that they will have a new permanent director in July that may be interested in this position, so we will have an update from them then.
- **Field Trip at Summer Meeting:** Frankie has been in contact with the Port of New Orleans, DEVENEY (a marketing/PR firm), and the World War II Museum for a tour and information session. Will need to know date/time logistics of when we could do a tour before she can confirm. Will likely need to do this Tuesday afternoon from 3-5 p.m. ChaNae noted that the PLC does not want field trips to interfere with the group's work during the meeting.

- **New Business:** ChaNae shared that there is a pre-conference speaker at the summer meeting: Scott Cotton from the University of Wyoming Extension, on Sudden Impact: Extension Response to Natural Disaster, Aug. 19 from 1:30-4:30. Cost is \$40.

**V. Next Meeting:** July 11, 2019, 3 pm EST/2 pm CST